

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF EL MIRAGE
EL MIRAGE CITY COUNCIL CHAMBERS
14010 N. EL MIRAGE ROAD
6:00 PM – TUESDAY, September 15, 2015**

Members of the El Mirage City Council will attend either in person or by telephone conference call. Please silence all electronic communication devices (including cell phones and pagers) before the meeting is called to order. Thank you.

Note: The Common Council of the City of El Mirage, by a duly passed motion, may vote in public session to adjourn to executive session on any agenda item in conformation with A.R.S. Section 38.431.03 including legal advice from the City Attorney.

Agenda

I. ROLL CALL

Mayor Lana Mook
Councilmember Roy Delgado
Councilmember Jack Palladino
Councilmember David Shapera

Vice Mayor Joe Ramirez
Councilmember Bob Jones
Councilmember Lynn Selby

II. CALL TO ORDER

Pledge of Allegiance
Moment of Silence
Silence Cell Phones & Pagers

III. PRESENTATION

P1. Presentation to Council from the Dysart Community Center's Teen Arts and Action Program (TAAP) regarding their short documentary "Voices of Local Youth." (Administration)

P2. Presentation by Architekton, to provide updates on the design progress of the new City Hall. (Development and Community Services)

IV. CALL TO THE PUBLIC

Citizens desiring to speak on a matter that IS NOT on this agenda may do so at this time. Comments shall be limited to three (3) minutes per person and shall be addressed to the City Council as a whole. At the conclusion of the Call to the Public, individual City Council Members may (1) respond to criticism made by those who have spoken (2) direct staff to review or respond to the matter, and/or (3) direct that the matter be put on a future agenda.

V. CONSENT AGENDA

All items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda Item, that item will be removed from the Consent Agenda and voted on separately.

- 1. Consideration and action to purchase one (1) new Lifepak 15 heart monitor/defibrillator from Physio Control, Inc. at a cost not to exceed \$38,000. (Fire)

VI. REGULAR AGENDA

- A. Consideration and action to apply for and accept DPS/VOCA funding, if granted, for FY 2015/16 Police Department Victim Assistance Unit in an amount not to exceed \$100,000. (Police Department)
- B. Consideration and action to approve the City Manager’s proposal to close general City services from Monday, December 28, 2015 through Thursday, December 31, 2015, anticipating staff will resolve any customer service issues.

VII. CITY MANAGER SUMMARY OF CURRENT EVENTS

The City Council may not act upon any matter in the City Manager’s summary but may have general comment or questions. Items to be discussed will include, but not be limited to, the following:

- 1. Bond Update
- 2. Motorola Radio Purchase
- 3. 2014 Salary Plan Implementation Update
- 4. Bulk Trash Pick Up
- 5. Pueblo Futuro Park Update
- 6. Northern Parkway Update
- 7. New Employee(s)

VIII. MAYOR’S COMMENTS and COUNCIL SUMMARY OF CURRENT EVENTS

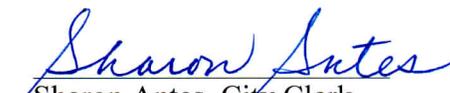
The Mayor and City Council may not discuss or act upon any matter in the summary unless the specific matter is properly noticed for legal action.

IX. ADJOURNMENT

Accommodations for Individuals with Disabilities - Alternative format materials, sign language interpretation, assistive listening devices or interpretation in languages other than English are available upon 72 hours advance notice through the Office of the City Clerk, 12145 NW Grand Avenue, El Mirage, Arizona, (623) 876-2943, TDD (623)933-3258, or FAX (623) 876-4603. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request.

AFFIDAVIT OF POSTING – CITY COUNCIL MEETING OF SEPTEMBER 15, 2015

I hereby certify that this agenda was posted by 5:00 p.m. on September 11, 2015 at the following locations: 1) City of El Mirage Exterior Bulletin Board, 12145 N.W. Grand Avenue and 2) the City of El Mirage website at www.cityofelmirage.org.


Sharon Antes, City Clerk

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: <u>09/09/2015</u>	TYPE OF ACTION: <input type="checkbox"/> RESOLUTION # _____ <input type="checkbox"/> ORDINANCE # _____ <input checked="" type="checkbox"/> OTHER: Presentation	SUBJECT: Presentation to Council from the Dysart Community Center's Teen Arts and Action Program (TAAP) regarding their short documentary "Voices of Local Youth."
DATE ACTION REQUESTED: <u>09/15/2015</u>		
<input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> CONSENT <input type="checkbox"/> WORK STUDY <input type="checkbox"/> SPECIAL		

TO: Mayor and Council
FROM: Amber Wakeman  Assistant to City Manager Intergovernmental and Public Relations
RECOMMENDATION: N/A
PROPOSED MOTION: N/A
ATTACHMENTS: N/A

DISCUSSION: Led by local teens Mr. Giovanni Puento and Ms. Sammy Ybarra, Dysart Community Center's Teen Arts and Action Program (TAAP) is presenting their short documentary "Voices of Local Youth" covering a five-week workshop in which local teens explored important issues impacting them in their community during the summer of 2015. What began as a discussion centered around understanding violence became an exploration of local community resources and how teens, local organizations, and City Government can work together to create more positive opportunities for youth.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

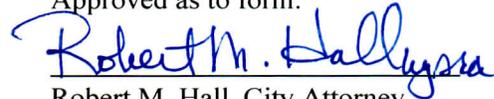
BALANCE IN LINE ITEM IF APPROVED: N/A

Finance Director:


 Robert Nilles

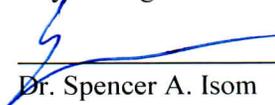
9/10/15
 Date

Approved as to form:


 Robert M. Hall, City Attorney

9/10/15
 Date

City Manager:


 Dr. Spencer A. Isom

9/10/15
 Date

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: 09/09/15 DATE ACTION REQUESTED: 09/15/15 <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> CONSENT	TYPE OF ACTION: <input type="checkbox"/> RESOLUTION # _____ <input type="checkbox"/> ORDINANCE # _____ <input checked="" type="checkbox"/> OTHER: Purchase	SUBJECT: Consideration and action to purchase one (1) new Lifepak 15 heart monitor/defibrillator from Physio Control, Inc. at a cost not to exceed \$38,000.
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TO: Mayor and Council
FROM: Jim Wise, Fire Chief <i>JW</i>
RECOMMENDATION: Approval
PROPOSED MOTION: I move we authorize the purchase of a new Lifepak 15 heart monitor/defibrillator from Physio Control, Inc. at a cost not to exceed \$38,000.
ATTACHMENT: Cost Detail

DISCUSSION: The existing LIFEPAK 12 model number #VLP12-02-003278 heart monitor was manufactured in 1998, purchased in 2008, and is at its life expectancy. On average, a heart monitor will last five to eight years to ensure the devices are equipped with the most current technology and to stay in compliance with the American Heart Association guidelines. The updated LP 15 model was included in the 2014-2018 Capital Improvement Plan. Physio-Control, Inc. is a sole source vendor for the following reasons: 1) there are no other authorized vendors that sell the LIFEPAK 15 model, 2) Physio-Control manufactured all the current inventory of monitor/defibrillators including all associated parts/soft goods and this particular model has consistently provided superior service, and 3) suppression personnel are currently proficient using Physio-Control products; the basic functionality and layout of the controls on the new monitor are comparable, thereby reducing the amount of time and training required.

FISCAL IMPACT: \$38,000

DEPARTMENT LINE ITEM ACCOUNT: 10-561-617 and 10-561-237

BALANCE IN LINE ITEM IF APPROVED: (\$1,000) and \$5,000

Finance Director:

Robert Nilles
Robert Nilles

9/10/15
Date

Approved as to form:

Robert M. Hall
Robert M. Hall, City Attorney

9/10/15
Date

City Manager:

Spencer A. Isom
Dr. Spencer A. Isom

9/10/15
Date



Physio-Control, Inc
 11811 Willows Road NE
 P.O. Box 97006
 Redmond, WA 98073-9706 U.S.A.
 www.physio-control.com
 tel 800.442.1142
 fax 800.732.0956

To

EL MIRAGE FD
 13601 N EL MIRAGE RD
 EL MIRAGE,AZ 85335

Quote Number 00006383
 Revision # 1
 Created Date 8/6/2015
 Sales Consultant Gary Guntman
 FOB Redmond, WA
 Terms All quotes subject to credit approval and the following terms and conditions
 NET Terms NET 30
 Expiration Date 11/3/2015

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
99577-001957	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Carbon Monoxide, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and SHIP KIT (RC Cable) 41577-000288 INCLUDED. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	1.00	34,960.00	-4,544.80	30,415.20	30,415.20
11577-000004	Station Battery Charger - For the LP15	1.00	1,799.70	-233.96	1,565.74	1,565.74
11171-000049	Rainbow DCI Adt Reusable Sensor, 1/box	1.00	637.00	-82.81	554.19	554.19
11220-000028	Carry case top pouch for use w/LIFEPAK 12 or LIFEPAK 15	1.00	54.60	-7.10	47.50	47.50
11260-000039	LIFEPAK 15 Carry case back pouch	1.00	79.20	-10.30	68.90	68.90
11577-000002	LIFEPAK 15 Basic carry case w/ right & left pouches INCLUDED AT NO CHARGE: 11577-000001 Shoulder Strap	1.00	309.20	-40.20	269.00	269.00

Subtotal USD 32,920.54
 Estimated Tax USD 4,608.88
 Estimated Shipping & Handling USD 185.00

Grand Total USD 37,714.42

Pricing Summary Totals
 List Price Total USD 37,839.71
 Total Contract Discounts Amount USD 0.00
 Total Discount USD -4,919.17

Trade In Discounts

USD 0.00

Tax + S&H

USD 4,793.88

GRAND TOTAL FOR THIS QUOTE

USD 37,714.42

TO PLACE AN ORDER, PLEASE FAX A COPY OF THE QUOTE AND PURCHASE ORDER TO: # 800-732-0956, ATTN: REP SUPPORT

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$10,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN.

CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

NAME

TITLE

DATE

GG/13215601/67581

Notes:

Taxes, shipping and handling fees are estimates only and are subject to change at the time of order. Shipping and handling applies to ground transport only. Physio-Control will assess a \$10 handling fee on any order less than \$200.00.

Above pricing valid only if all items in quote are purchased (optional items not required).

To receive a trade-in credit, Buyer agrees to return the trade-in device(s) within 30 days of receipt of the replacement device(s) to Physio-Control's place of business or to an authorized Physio-Control representative. Physio-Control will provide instructions for returning the device(s) and will pay for the associated shipping cost.

In the event that trade-in device(s) are not received by Physio-Control within the 30-day window, Buyer acknowledges that this quote shall constitute a purchase order and agrees to be invoiced for the amount of the trade-in discount. Invoice shall be payable upon receipt.

Items listed above at no change are included as part of a package discount that involves the purchase of a bundle of items. Buyer is solely responsible for appropriately allocating the discount extended on the bundle when fulfilling any reporting obligations it might have.

If Buyer is ordering service, Buyer affirms reading and accepts the terms of the Physio-Control, Inc. Technical Service Support Agreement which is available from your sales representative or <http://www.physio-control.com/uploadedFiles/products/serviceplans/TechnicalServiceAgreement.pdf>

TERMS OF SALE

General Terms

Physio-Control, Inc.'s acceptance of the Buyer's order is expressly conditioned on product availability and the Buyer's assent to the terms set forth in this document and its attachments. Physio-Control, Inc. agrees to furnish the goods and services ordered by the Buyer only on these terms, and the Buyer's acceptance of any portion of the goods and services covered by this document shall confirm their acceptance by the Buyer. These terms constitute the complete agreement between the parties and they shall govern any conflicting or ambiguous terms on the Buyer's purchase order or on other documents submitted to Physio-Control, Inc. by the Buyer. These terms may only be revised or amended by a written agreement signed by an authorized representative of both parties.

Pricing

Unless otherwise indicated in this document, prices of goods and services covered by this document shall be Physio-Control, Inc. standard prices in effect at the time of delivery. Prices do not include freight insurance, freight forwarding fees, taxes, duties, import or export permit fees, or any other similar charge of any kind applicable to the goods and services covered by this document. Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services covered by this document unless Physio-Control, Inc. receives a copy of a valid exemption certificate prior to delivery. Please forward your tax exemption certificate to the Physio-Control, Inc. Tax Department P.O. Box 97006, Redmond, Washington 98073-9706.

Payment

Unless otherwise indicated in this document or otherwise confirmed by Physio-Control, Inc. in writing, payment for goods and services supplied by Physio-Control, Inc. shall be subject to the following terms:

- * Domestic (USA) Sales - Upon approval of credit by Physio-Control, Inc., 100% of invoice due thirty (30) days after invoice date.

Quote Number: 00006383

- International Sales - Sight draft or acceptable (confirmed) irrevocable letter of credit.

Physio-Control, Inc. may change the terms of payment at any time prior to delivery by providing written notice to the Buyer.

Delivery

Unless otherwise indicated in this document, delivery shall be FOB Physio-Control, Inc. point of shipment and title and risk of loss shall pass to the Buyer at that point. Partial deliveries may be made and partial invoices shall be permitted and shall become due in accordance with the payment terms. In the absence of shipping instructions from the Buyer, Physio-Control, Inc. will obtain transportation on the Buyer's behalf and for the Buyer's account.

Delays

Delivery dates are approximate. Physio-Control, Inc. will not be liable for any loss or damage of any kind due to delays in delivery or nondelivery resulting from any cause beyond its reasonable control, including but not limited to, acts of God, labor disputes, the requirements of any governmental authority, war, civil unrest, terrorist acts, delays in manufacture, obtaining any required license or permit, and Physio-Control, Inc. inability to obtain goods from its usual sources. Any such delay shall not be considered a breach of Physio-Control, Inc. and the Buyer's agreement and the delivery dates shall be extended for the length of such delay.

Inspections and Returns

Claims by the Buyer for damage to or shortages of goods delivered shall be made within thirty (30) days after shipment by providing Physio-Control, Inc. with written notice of any deficiency. Payment is not contingent upon immediate correction of any deficiencies and Physio-Control, Inc. prior approval is required before the return of any goods to Physio-Control, Inc. Physio-Control, Inc. reserves the right to charge a 15% restocking fee for returns. The Physio-Control Returned Product Policy is located at http://www.physio-control.com/uploadedFiles/support/ReturnPolicy_3308529_A.pdf.

Service Terms

All device service will be governed by the Physio-Control, Inc. Technical Services Support Agreement which is available from your sales representative or <http://www.physio-control.com/uploadedFiles/products/service-plans/TechnicalServiceAgreement.pdf>. All devices that are not under Physio-Control Limited Warranty or a current Technical Service Support Agreement must be inspected and repaired (if necessary) to meet original specifications at then-current list prices prior to being covered under a Technical Service Support Agreement. If Buyer is ordering service, Buyer affirms reading and accepts the terms of the Technical Service Support Agreement.

Warranty

Physio-Control, Inc. warrants its products in accordance with the terms of the standard Physio-Control, Inc. product warranty applicable to the product to be supplied. Physio-Control, Inc. warrants services and replacement parts provided in performing such services against defects in accordance with the terms of the Physio-Control, Inc. service warranty set forth in the Technical Service Support Agreement. The remedies provided under such warranties shall be the Buyer's sole and exclusive remedies. Physio-Control, Inc. makes no other warranties, express or implied, including, without limitation, NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND IN NO EVENT SHALL PHYSIO-CONTROL, INC. BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR OTHER DAMAGES.

Patent & Indemnity

Upon receipt of prompt notice from the Buyer and with the Buyer's authority and assistance, Physio-Control, Inc. agrees to defend, indemnify and hold the Buyer harmless against any claim that the Physio-Control, Inc. products covered by this document directly infringe any United States of America patent.

Miscellaneous

a) The Buyer agrees that products purchased hereunder will not be reshipped or resold to any persons or places prohibited by the laws of the United States of America. b) Through the purchase of Physio-Control, Inc. products, the Buyer does not acquire any interest in any tooling, drawings, design information, computer programming, patents or copyrighted or confidential information related to said products, and the Buyer expressly agrees not to reverse engineer or decompile such products or related software and information. c) The rights and obligations of Physio-Control, Inc. and the Buyer related to the purchase and sale of products and services described in this document shall be governed by the laws of the State of Washington, United States of America. All costs and expenses incurred by the prevailing party related to enforcement of its rights under this document, including reasonable attorneys fees, shall be reimbursed by the other party.



Physio-Control, Inc. | Lifesaving starts here.™

ADDRESS
11811 Willows Road NE
Redmond, WA 98052

PHONE
GENERAL
425 867 4000
TOLL-FREE
800 442 1142

www.physio-control.com

December 1, 2014

Physio-Control, Inc. is the sole-source provider in the Hospital (hospitals and hospital-owned facilities), Emergency Response Services and Emergency Response Training markets for the following products:

- New LIFEPAK® 15 monitor/defibrillators
- New LIFEPAK 20e defibrillator/monitors
- New LIFEPAK 1000 automated external defibrillators
- New LUCAS® 2 Chest Compression System

Physio-Control, Inc. is the sole-source provider in **all** markets for the following products & services:

- RELISM (Refurbished Equipment from the Lifesaving Innovators) devices
- LIFENET® System and related software
- Factory-authorized inspection and repair services which include repair parts, upgrades, inspections and repairs
- PulsePoint Agency Services
- HealthEMS® Software
- HomeSolutions.NET® Software

Physio-Control does not authorize any resellers to sell these products or services in the markets listed above. We will not fulfill orders placed by non-authorized businesses seeking to resell our products. If you have questions, please feel free to contact your local Physio-Control sales representative at 800.442.1142.

Sincerely,

PHYSIO-CONTROL, INC.

Allan Criss
Vice-President, Americas Sales

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Project Period: 10/1/2015 - 9/30/2016

Forms Section

El Mirage Police Department; Victim Assistance

Contract Number: -

Applicant Summary			
Applicant Agency El Mirage Police Department		Organizational Unit Victim Assistance Unit	
Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3000	Extension or voice mail 3091
City El Mirage	State AZ	Facsimile (623) 500-3001	Web Site Address
Zip Code 85335-2955			
Payment Shipping Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3000	Extension or voice mail 3090
City El Mirage	State AZ	Zip Code 85335	
Federal Employer Identification Number 86-6000767		Unemployment <input type="radio"/> Reimbursing <input checked="" type="radio"/> Contributing	
Is your agency enrolled in the Dun & Bradstreet Data Unification Numbering System (DUNS)?			
<input checked="" type="radio"/> Yes <input type="radio"/> No		If yes, provide the DUNS Number	073488231
Is your agency registered in the Central Contractor Registration (CCR) database?			
<input checked="" type="radio"/> Yes <input type="radio"/> No		If yes, provide the Commercial and Government Entity (CAGE) Number	4SGZ6
Number of years agency has been providing victim services.		4	
Project Title Victim Assistance			
Project Period 10/1/2015 - 9/30/2016			
Agency Type Detail Criminal Justice - Government - Law Enforcement			
Faith-Based Organization:		No	
Project Contact Person Mrs. Iva Rody		Title Victim Assistance Coordinator	
Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3000	Extension or voice mail 3091
City El Mirage	State AZ	Facsimile (623) 500-3001	Email Address irody@cityofelmirage.org
Zip Code 85335			
Civil Rights Contact Person Ms. Edie Hoover		Title City Clerk	
Address 12145 NW Grand Avenue		Telephone (623) 876-2931	Extension or voice mail
City El Mirage	State AZ	Facsimile (623) 876-4604	Email Address ehoover@cityofelmirage.org

Zip Code 85335			
<input checked="" type="radio"/> Date Training Received		9/19/2013	
<input type="radio"/> Training to be scheduled			
Victim Compensation Coordinator Mrs. Frances Kuehler		Title Victim Advocate	
Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3093	Extension or voice mail
City El Mirage	State AZ	Facsimile (623) 500-3001	Email Address fkuehler@cityofelmirage.org
Zip Code 85335			
<input checked="" type="radio"/> Date Training Received		4/14/2015	
<input type="radio"/> Training to be scheduled			

Certification Information			
Project Director Name (Contract Signatory) Ms. Laura Liuzzo		Title Operations Commander	
Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3000	Extension or voice mail 3045
City El Mirage	State AZ	Facsimile (623) 500-3001	Email Address lliuzzo@cityofelmirage.org
Zip Code 85335			
Financial Contact Name Ms. Aimee Currey		Title Grants Coordinator/Crime Analyst	
Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3000	Extension or voice mail 3006
City El Mirage	State AZ	Facsimile (623) 500-3001	Email Address acurrey@cityofelmirage.org
Zip Code 85335			
Authorizing Official Name (Contract Signatory) Mr. Terry McDonald		Title Assistant Chief of Police	
Address 12401 W. Cinnabar Avenue		Telephone (623) 500-3000	Extension or voice mail 3009
City El Mirage	State AZ	Facsimile (623) 500-3001	Email Address tmcDonald@cityofelmirage.org
Zip Code 85335			

Service Impact and Victim Population	
This VOCA Grant will primarily be used to: (check one)	
<input type="radio"/> Expand services into a new geographic area	
<input type="radio"/> Offer new types of services	
<input type="radio"/> Serve additional victim populations	
<input checked="" type="radio"/> Continue existing services to crime victims	
<input type="radio"/> Other	

Purpose of VOCA Grant: (check one)

Start up a new victim services project
 Continue a VOCA-funded victim project funded in a previous year
 Expand or enhance an existing project not funded by VOCA in the previous year
 Start up a new Native American victim services project
 Expand or enhance an existing Native American project

If awarded, these funds will support direct service staff providing services to the following victims:

<input checked="" type="checkbox"/> Child Physical Abuse <input checked="" type="checkbox"/> Child Sexual Abuse <input checked="" type="checkbox"/> DUI/DWI Crashes <input checked="" type="checkbox"/> Domestic Violence <input checked="" type="checkbox"/> Adult Sexual Assault <input checked="" type="checkbox"/> Elder Abuse <input type="checkbox"/> Adults Molested as Children <input checked="" type="checkbox"/> Survivors of Homicide Victims <input checked="" type="checkbox"/> Robbery or Bank Robbery <input checked="" type="checkbox"/> Assault	<input checked="" type="checkbox"/> Economic Exploitation and Fraud <input checked="" type="checkbox"/> Kidnapping <input checked="" type="checkbox"/> Stalking <input checked="" type="checkbox"/> ID Theft <input checked="" type="checkbox"/> Arson <input checked="" type="checkbox"/> Burglary/Theft <input checked="" type="checkbox"/> Criminal Damage/Property Crimes <input checked="" type="checkbox"/> Harassment (not DV or SA related) <input type="checkbox"/> Other Violent Crimes: <input type="checkbox"/> Other:
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Service Identification

VOCA Funded Services

<input checked="" type="checkbox"/> Crisis Counseling (In-Person) <input checked="" type="checkbox"/> Follow-up Contact <input type="checkbox"/> Therapy <input checked="" type="checkbox"/> Crisis Counseling via phone/hotline <input type="checkbox"/> Group Treatment/Support (In-Person) <input type="checkbox"/> Shelter/Safe House <input checked="" type="checkbox"/> Information, Referral & Connection	<input checked="" type="checkbox"/> Criminal Justice Support/Advocacy <input type="checkbox"/> Emergency Financial Assistance <input checked="" type="checkbox"/> Emergency Legal Advocacy <input checked="" type="checkbox"/> Assistance in Filing Compensation Claims <input checked="" type="checkbox"/> Personal Advocacy <input checked="" type="checkbox"/> Telephone contact (information & referral) <input type="checkbox"/> Other (specify):
--	--

Staffing

Does your agency utilize volunteers? Yes No

If no, is there a waiver in place? Yes No

If awarded, estimate the number of VOCA funded full-time equivalent staff, number of volunteers and total volunteer hours devoted to the VOCA program.

Full-Time Equivalent Staff	Number of Volunteers	Number of Total Volunteer Hours
1.48	6	1,152

Financial Information

Applicant Agency Fiscal Year:

October 1 - September 30
 January 1 - December 31
 July 1 - June 30
 Other:

Accounting Method
 Cash Accrual

Office of Management and Budget Circular A-133 Audit: Required Not Required

The City of El Mirage is required to follow Office of Management and Budget Circular A-133.

Jurisdiction

Service Area
 county in which the main office is located
 county(ies) in your agency service area

Apache Cochise Coconino Gila Graham
 Greenlee La Paz Maricopa Mohave Navajo
 Pima Pinal Santa Cruz Tribal/Reservation Only Yavapai
 Yuma McKinley, NM Washington, UT

US Congressional Districts

District 1 District 2 District 3 District 4
 District 5 District 6 District 7 District 8
 District 9

Prorate VOCA project funds allocated to:

2%	\$1,948	Child Physical Abuse	1%	\$974	Economic Exploitation and Fraud
6%	\$5,844	Child Sexual Abuse	0%	\$0	Kidnapping
1%	\$974	DUI/DWI Crashes	0%	\$0	Stalking
62%	\$60,387	Domestic Violence	0%	\$0	ID Theft
2%	\$1,948	Adult Sexual Assault	1%	\$974	Arson
0%	\$0	Elder Abuse	4%	\$3,896	Burglary/Theft
0%	\$0	Adults Molested as Children	7%	\$6,818	Criminal Damage/Property Crimes
1%	\$974	Survivors of Homicide Victims	5%	\$4,870	Harassment (not DV or SA related)
1%	\$974	Robbery or Bank Robbery	0%	\$0	Other Violent Crimes
7%	\$6,818	Assault	0%	\$0	Other

Source of Funding - Fiscal Year Budget

Description	Funding Type	10/1/2014 - 9/30/2015	10/1/2015 - 9/30/2016
VOCA	FEDERAL	\$91,050	\$97,399
AZ Attorney General VRP	STATE	\$38,200	\$37,800
City of El Mirage	LOCAL	\$50,000	\$63,790
Total Victim Services Budget		\$179,250	\$198,989

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Project Period: 10/1/2015 - 9/30/2016

Budget Section
El Mirage Police Department; Victim Assistance
 Contract Number: -

Budget Summary			
Budget Line Item	VOCA Federal Amount	Match Amount	Total Project Amount
Salaries and Wages	\$65,165	\$19,752	\$84,917
Fringe Benefits	\$24,564	\$4,598	\$29,162
Travel	\$0	\$0	\$0
Professional and Outside Services	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Operating Expenses	\$7,670	\$0	\$7,670
Current Totals	\$97,399	\$24,350	\$121,749
Current Percentages	80%	20%	100%

Match				
Match Line Item	Category	Match Source	Match Type	Amount
Frances Kuehler	Salaries and Wages	City of El Mirage	Cash	\$10,248.00
VACANT VACANT	Salaries and Wages	AG's VRP Grant	Cash	\$5,506.00
Victim Advocate	Volunteer Salaries	City of El Mirage	In Kind	\$3,998.00
VACANT VACANT - Health Insurance	Fringe Benefits	AG's VRP Grant	Cash	\$1,313.00
Frances Kuehler - Health Insurance	Fringe Benefits	City of El Mirage	Cash	\$2,624.00
VACANT VACANT - Other - ASRS	Fringe Benefits	AG's VRP Grant	Cash	\$661.00
Total				\$24,350.00
	Current Cash Match	Current In-Kind Match		Current Total Match
	\$20,352	\$3,998		\$24,350

Salaries and Wages				
Name and Title	Calculated Salary	VOCA Federal Amount	Match Amount	Total Project Amount
Frances Kuehler - Victim Advocate	10,248	\$0	\$10,248	\$10,248
Iva Rody - Vicim Assistance Coordinator	59,658	\$59,658	\$0	\$59,658
VACANT VACANT - Victim Advocate	11,013	\$5,507	\$5,506	\$11,013
Volunteer, Victim Advocate	3,998	\$0	\$3,998	\$3,998
Total Salaries and Wages		\$65,165	\$19,752	\$84,917

Personnel Budget Detail Worksheet			
Status	<input checked="" type="radio"/> Existing position/staffed	<input type="radio"/> Existing position/vacant	<input type="radio"/> New position

Salutation	First Name	Middle Initial	Last Name	
Ms.	Frances		Kuehler	
Title	Victim Advocate			
Educational Requirement	B.A.			
Employment Begin Date	Employment End Date			
10/1/2015	6/30/2016			
	1st Quarter 10/1 - 12/31	2nd Quarter 1/1 - 3/31	3rd Quarter 4/1 - 6/30	4th Quarter 7/1 - 9/30
				Total
Salary				
Rate per hour	\$21.35	\$21.35	\$21.35	\$21.35
VOCA and Match hours per quarter	120	120	120	120
Non-VOCA hours per quarter	400	400	400	400
Total gross wages	\$2,562	\$2,562	\$2,562	\$2,562
FICA (7.65% of salary)	Calculated Maximum FICA:		\$783	FICA
Unemployment (Rate 0% x Prorated share 23% x \$7,000)	Calculated Maximum Unemployment:		\$0	Unemployment
Worker's Compensation (Rate \$0 per \$100)	Calculated Maximum Worker's Compensation:		\$0	Worker's Compensation
Health Insurance	\$656	\$656	\$656	\$656
Dental Insurance	\$0	\$0	\$0	\$0
Disability Insurance	\$0	\$0	\$0	\$0
Life Insurance	\$0	\$0	\$0	\$0
Professional Malpractice Insurance	\$0	\$0	\$0	\$0
ASRS	\$307	\$307	\$307	\$307
				Total
				\$14,883

Status	<input checked="" type="radio"/> Existing position/staffed	<input type="radio"/> Existing position/vacant	<input type="radio"/> New position	
Salutation	First Name	Middle Initial	Last Name	
Ms.	Iva	M	Rody	
Title	Vicim Assistance Coordinator			
Educational Requirement	B.A.			
Employment Begin Date	Employment End Date			
10/1/2015	9/30/2016			
	1st Quarter 10/1 - 12/31	2nd Quarter 1/1 - 3/31	3rd Quarter 4/1 - 6/30	4th Quarter 7/1 - 9/30
				Total
Salary				
Rate per hour	\$28.47	\$28.47	\$28.47	\$29.32
VOCA and Match hours per quarter	520	520	520	520
Non-VOCA hours per quarter	0	0	0	0
Total gross wages	\$14,804	\$14,804	\$14,804	\$15,246
FICA (7.65% of salary)	Calculated Maximum FICA:		\$4,563	FICA
Unemployment (Rate 0% x Prorated share 100% x \$7,000)	Calculated Maximum Unemployment:		\$0	Unemployment
Worker's Compensation (Rate \$0 per \$100)	Calculated Maximum Worker's Compensation:		\$0	Worker's Compensation
Health Insurance	\$2,625	\$2,625	\$2,625	\$2,625
Dental Insurance	\$0	\$0	\$0	\$0

Disability Insurance	\$0	\$0	\$0	\$0	\$0
Life Insurance	\$0	\$0	\$0	\$0	\$0
Professional Malpractice Insurance	\$0	\$0	\$0	\$0	\$0
ASRS	\$1,776	\$1,777	\$1,776	\$1,777	\$7,106
Total					\$81,827
Status	<input checked="" type="radio"/> Existing position/staffed		<input type="radio"/> Existing position/vacant		<input type="radio"/> New position
Salutation	First Name	Middle Initial	Last Name		
	VACANT		VACANT		
Title	Victim Advocate				
Educational Requirement	B.A.				
Employment Begin Date	Employment End Date				
7/1/2016	9/30/2016				
	1st Quarter 10/1 - 12/31	2nd Quarter 1/1 - 3/31	3rd Quarter 4/1 - 6/30	4th Quarter 7/1 - 9/30	Total
Salary					
Rate per hour	\$21.18	\$21.18	\$21.18	\$21.18	
VOCA and Match hours per quarter	0	0	0	520	520
Non-VOCA hours per quarter	520	520	520	0	1560
Total gross wages	\$0	\$0	\$0	\$11,013	\$11,013
FICA (7.65% of salary)	Calculated Maximum FICA:		\$842	FICA	\$842
Unemployment (Rate 0% x Prorated share 25% x \$7,000)	Calculated Maximum Unemployment:		\$0	Unemployment	\$0
Worker's Compensation (Rate \$0 per \$100)	Calculated Maximum Worker's Compensation:		\$0	Worker's Compensation	\$0
Health Insurance	\$0	\$0	\$0	\$2,625	\$2,625
Dental Insurance	\$0	\$0	\$0	\$0	\$0
Disability Insurance	\$0	\$0	\$0	\$0	\$0
Life Insurance	\$0	\$0	\$0	\$0	\$0
Professional Malpractice Insurance	\$0	\$0	\$0	\$0	\$0
ASRS	\$0	\$0	\$0	\$1,322	\$1,322
Total					\$15,802

Volunteer Worksheet	
Volunteer Title	Victim Advocate
Total Volunteer Value	\$3,998
Hourly Salary Rate	\$21.18
Comparable Gross Wages	\$3,714
Hours Devoted	175
FICA (at 7.65%)	\$284

Fringe Benefits					
Name	Description				

		Calculated Amount	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
Frances Kuehler	FICA	\$783	\$0	Cash	\$0	\$0
Frances Kuehler	Health Insurance	\$2,624	\$0	Cash	\$2,624	\$2,624
Frances Kuehler	ASRS	\$1,228	\$0	Cash	\$0	\$0
Iva Rody	FICA	\$4,563	\$4,563	Cash	\$0	\$4,563
Iva Rody	Health Insurance	\$10,500	\$10,500	Cash	\$0	\$10,500
Iva Rody	ASRS	\$7,106	\$7,106	Cash	\$0	\$7,106
VACANT VACANT	FICA	\$842	\$421	Cash	\$0	\$421
VACANT VACANT	Health Insurance	\$2,625	\$1,313	Cash	\$1,313	\$2,626
VACANT VACANT	ASRS	\$1,322	\$661	Cash	\$661	\$1,322
Total Fringes		\$31,593	\$24,564		\$4,598	\$29,162

Travel							
Description	Number of Miles	Mileage Rate	Calculated Total	VOCA Federal Amount	MatchType	Match Amount	Total Project Amount
Total Travel				\$0		\$0	\$0

Training and Related Travel					
Description/Conference	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
EVAWI	\$2,520	\$2,450	Cash	\$0	\$2,450
NOVA	\$2,450	\$2,450	Cash	\$0	\$2,450
AVAA	\$500	\$500	Cash	\$0	\$500
ACESDV Sharing the Experience Training	\$400	\$400	Cash	\$0	\$400
AG's Advanced Victims' Rights Academy	\$250	\$250	Cash	\$0	\$250
Total Training and Related Travel		\$6,050		\$0	\$6,050

Training and Related Travel Detail							
Description/Conference	Airfare	Mileage	Registration Fee	Lodging Cost	Meals Cost	Number of Days	Calculated Total
EVAWI	\$650	\$0	\$550	1,000	\$320	5	\$2,520
NOVA	\$650	\$0	\$500	900	\$400	5	\$2,450
AVAA	\$0	\$0	\$500	0	\$0	5	\$500
ACESDV Sharing the Experience Training	\$0	\$0	\$400	0	\$0	5	\$400
AG's Advanced Victims' Rights Academy	\$0	\$0	\$250	0	\$0	3	\$250
Total Training and Related Travel Detail							\$6,120

Professional and Outside Services							
Name/Affiliation/Address	Hourly or Daily	Hourly or Daily		Calculated Amount		Match Type	Match Amount

	Salary Rate	Hours or Days Devoted	VOCA Federal Amount		Total Project Amount
Contractual rates may not exceed 81.25 per hour or 650 per day.	Total Contractual		\$0	\$0	\$0

Contractor Information
No Contractors Exist

Equipment

Item	Quantity	Purchase Price	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
Total Equipment				0	0	0

Other Operating Expenses

Rent							
Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Utilities							
Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Supplies & Materials							
Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Communication Costs							
Type of Communication	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Printing							
Description			Amount Requested	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Emergency Expenses							
Description			Amount Requested	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Other Expenses							
Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Software Licensing	12	\$135	1,620	\$1,620	Cash	\$0	\$1,620
Total Other Expenses				\$1,620		\$0	\$1,620

Budget Prioritization and Justification
Refer to Instructions screen to complete this section.

The Victim Assistance Coordinator is a priority for the FY16 VOCA request. This position is vital to the continuation of service delivery to victims served by the El Mirage Police Department. Without continuation funding of this position the department will be unable to provide services at the current level, which will ultimately limit the department's ability to meet the current needs of the community. The second priority is for three month funding for the Victim Advocate position. This position is funded in part by the Arizona Criminal Justice Commission and the Arizona Attorney General's Victims' Rights Program. Funding has been secured for this position until June 30, 2016 when ACJC funds will no longer be available. This request will continue to fund crucial services to

victims by providing funding for the three month period before the FY17 VOCA funding cycle begins.

Refer to Instructions screen to complete this section.

Training for staff and volunteers is the second priority of this request. The below listed conferences and trainings will provide staff and volunteers with up to date trainings on current best practices in the area of victims' rights, advocacy, domestic/sexual violence and support services. Specifically, this request incorporates a request for the Victim Assistance Coordinator to attend the End Violence Against Women International Annual Conference; the non-VOCA funded Victim Advocate to attend the NOVA Annual Conference; one unit volunteer to attend the annual ACVS Arizona Victim Advocate Academy; one Victim Advocate to attend the Arizona Coalition Against Sexual and Domestic Violence Sharing the Experience Domestic Violence Training and the Victim Assistance Coordinator to attend the annual Arizona Coalition for Victim Services Advanced Victims' Rights Academy. Another priority is the software licensing costs. Previously, in FY15, the VOCA funded project provided financial support for a prorated portion of the cost of the Victim Assistance Unit's software licensing. The current request incorporates the cost of continuation of this annual licensing fee. Incorporation of the software program has allowed the department to individually track project related services in a manner which replaces the previously used Excel spreadsheet. This program enhancement has ensured more accurate accounts of the unit's service delivery.

Refer to Instructions screen to complete this section.

For FY16, the City of El Mirage will fund a full time Victim Advocate Position. Twenty-five percent of this position will provide services on behalf of the VOCA project. Additionally, Volunteer Victim Advocates will provide in-kind victim services in support of the required match. These positions will support the VOCA project goals by providing victim services within the City of El Mirage.

[Main Menu](#) | [Change Password](#)

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Project Period: 10/1/2015 - 9/30/2016

Position Descriptions
El Mirage Police Department; Victim Assistance
 Contract Number: -

Ms. Frances Kuehler - Victim Advocate

Crisis Counseling (15%) Follow Up Contact (28%) Information, Referral and Connection (10%) Criminal Justice Advocacy (14%) Victim Notification (10%) Emergency Legal Advocacy (8%) Assistance in Filing Compensation Claims (1%) Personal Advocacy (4%) Telephone Contact (10%) Minimum qualifications for the Victim Advocate position are Associates Degree in social work, criminal justice or a related field; or any equivalent combination of education that provides the knowledge, skills and abilities required to perform the work. Three (3) years progressively responsible experience in providing similar services (victim assistance/crisis intervention) or a related field performing similar tasks; or any equivalent combination of experience that provides the knowledge, skills and abilities required to perform the work. The purpose of this position is to provide support in the daily program operations of the Victim Assistance Unit. Responsibilities include providing crisis intervention, victim advocacy and support services to victims of crime or personal crises. Coordinates and works with law enforcement, city prosecutor's office, city court, outside agencies and victims of crime. This position reports directly to the Victim Assistance Coordinator.

Ms. Iva M. Rody - Vicim Assistance Coordinator

Crisis Counseling (5%) Follow Up Contact (10%) Information, Referral and Connection (5%) Criminal Justice Advocacy (5%) Emergency Legal Advocacy (5%) Assistance in Filing Compensation Claims (1%) Personal Advocacy (2%) Telephone Contact (5%) Supervision of Staff/Volunteers (5%) Attendance at meetings/task forces/committees (3%) Preparing Reports (2%) Volunteer Management (52%) Minimum qualifications for the Victim Assistance Coordinator include Bachelor's Degree in social work, criminal justice or a related field; or any equivalent combination of education that provides the knowledge, skills and abilities required to perform the work. Three (3) years progressively responsible experience in providing similar services (victim assistance/crisis intervention) or a related field performing similar tasks; or any equivalent combination of experience that provides the knowledge, skills and abilities required to perform the work. Serve as the administrative coordinator of activities of staff, volunteers, or part-time personnel. Provide crisis intervention, victim advocacy and support services to victims of crime or personal crises. Coordinates and works with law enforcement, city prosecutor's office, city court, outside agencies and victims of crime. This position reports directly to the Operations Lieutenant.

VACANT VACANT - Victim Advocate

Crisis Counseling (15%) Follow Up Contact (28%) Information, Referral and Connection (10%) Criminal Justice Advocacy (14%) Victim Notification (10%) Emergency Legal Advocacy (8%) Assistance in Filing Compensation Claims (1%) Personal Advocacy (4%) Telephone Contact (10%) Minimum qualifications for the Victim Advocate position are Associates Degree in social work, criminal justice or a related field; or any equivalent combination of education that provides the knowledge, skills and abilities required to perform the work. Three (3) years progressively responsible experience in providing similar services (victim assistance/crisis intervention) or a related field performing similar tasks; or any equivalent combination of experience that provides the knowledge, skills and abilities required to perform the work. The purpose of this position is to provide support in the daily program operations of the Victim Assistance Unit. Responsibilities include providing crisis intervention, victim advocacy and support services to victims of crime or personal crises. Coordinates and works with law enforcement, city prosecutor's office, city court, outside agencies and victims of crime. This position reports directly to the Victim Assistance Coordinator.

Volunteer(s): Victim Advocate

Same responsibilities as the match Victim Advocate position.

[Main Menu](#) | [Change Password](#)

Project Period: 10/1/2015 - 9/30/2016

Narratives Section
El Mirage Police Department; Victim Assistance

Contract Number: -

Victim Services Summary

Mission Statement

The El Mirage Police Department's mission is to enhance the quality of life in the City of El Mirage by employing the best business practices in law enforcement, holding ourselves accountable to those we serve, and developing partnerships with the community and other government entities in a manner that promotes the preservation of life and property, works with youth, assures timely response to crime victims, fosters close cooperation with neighboring jurisdictions, respects the rights of all people, and assures the fair and professional enforcement of laws. The mission of the El Mirage Victim Assistance Unit is to serve the community, in furtherance of the mission of the El Mirage Police Department, by promoting victim participation in the criminal justice system, serving as a link to resources; ultimately providing a continuum of service to support crime victims in the City of El Mirage.

Victim Statistics

During the most recent calendar year, January 1, 2014 through December 30, 2014, the El Mirage Police Department's Victim Assistance Unit, through the VOCA funded victim services project, provided 974 services to 303 victims of crime. Of the 303 victims served, 50% were victims of Domestic Violence; 21% were victims of non-Domestic Violence person crimes and the remaining 29% were property crime victims. The following is a breakdown of the type of victims served through the VOCA project during the most recent calendar year: Domestic Violence 152 Child Physical Abuse 5 Child Sexual Abuse 20 DUI Crashes 1 Adult Sexual Assault 6 Survivors of Homicide 1 Robbery/Bank Robbery 2 Assault 17 Fraud 5 Kidnapping 2 Arson 1 Burglary/Theft 48 Criminal Damage/Property Crimes 32 Harassment (Non-DV or SA related) 11

Agency Profile

El Mirage Police Department Victim Assistance Unit provides support services to crime victims residing in or having been a victimized within the City of El Mirage. The Unit provides the following services: crisis counseling, safety planning, crime victims' rights, coping with the effects of trauma, current status of a criminal case, criminal justice system procedures, orders of protection or injunctions against harassment, victim compensation claims and information and referral. The Victim Assistance Unit is housed within the El Mirage Police Department located at 12401 W. Cinnabar Avenue, El Mirage, Arizona 85335. Anyone in need of assistance can contact the Victim Assistance Unit directly at (623)500-3090 or vau@cityofelmirage.org. More information about services offered by the Victim Assistance Unit can be found at www.cityofelmirage.org/victimservices.

Volunteer Detail

Volunteer Detail

With VOCA support, a Victim Assistance Coordinator is responsible to recruit, hire and train volunteers for the EMPD Victim Assistance Program. Volunteers are currently recruited at community events, the EMPD website and word of mouth. Interns are also recruited through the ASU and Glendale Community College. All volunteers/interns begin the screening process by submitting their application/ background questionnaire. Upon completion of the application, they are processed through the same rigorous background process required of law enforcement officers. Once accepted, volunteers/interns will receive over fifty hours of initial training, assessment prior to service delivery. Training includes the Phoenix Fire Department's Crisis Interventionist Regional Training Academy. Additional in house trainings are conducted which focus on victims' rights, victim compensation, law enforcement role, EMPD internal victim services

processes, crisis intervention, domestic/family violence, property crimes, child abuse, sexual assault and more. They are scheduled based on their availability to provide on-scene crisis response, follow up contact, court assistance and support services. While the Coordinator has oversight of the volunteer program, volunteers are supervised by paid advocates as well. Through supervision, paid staff guide volunteers through their work as well as observe their interactions with victims and regularly provide follow up education, debriefing and feedback.

Problem Statement and Service Needs

Problem Statement

Prior to 2012, there were no services in the City of El Mirage devoted to serving crime victims. In 2012 the El Mirage Police Department began providing crime victim services to a very limited pool of victims with one Victim Advocate. Services to victims were minimally being met and victims were going un-served. For example, in 2012, 40 out of the 77 victims served by the unit received mandated services only, and in 2013, 50 out of 85 victims received mandated services. While the mandated services are and remain a priority, the limited direct services became a concern. In an effort to maintain addressing the mandated needs and increase direct services, in FY14, the department again expanded the unit. With this growth came funding for a part-time advocate to focus on providing victims' rights mandated services and a full time Victim Assistance Coordinator to focus on direct services. This enhanced the level of services being provided, however did not effectively address the limitations the unit still faced related to funding restrictions of the part-time advocate restricted to solely perform duties mandated through state statute. This limitation did not allow for these victims to receive assistance other than related to statutorily mandated services. Often times, victims became frustrated and unresponsive to follow up attempts from the direct service advocates. The El Mirage Police Department's Victim Assistance Unit currently serves as the primary resource in the community. Over the last two years, we have seen an increase in community members reaching out proactively to the advocates for assistance. Compared to 2013, the Victim Assistance Unit has seen an estimated 92% increase in the number of victims served in 2014. Contributing factors include the unit's adoption of proactively contacting victims through review of police reports, increased exposure of the program through posting program information on the city's website, newspaper, community functions, local cable channel as well as billboards. This enhanced exposure and increase in workload added challenge to the unit's ability to effectively respond to the community needs. In response, the unit recently received funding from the Arizona Criminal Justice Commission to expand the previously part-time advocate position through June 30, 2016. Previous to this expansion, the unit was often unable to utilize the part-time advocate to even out the workload given the limited availability, scope and funding restrictions of the position. From a management perspective, this created both fiscal challenges related to overtime, as well as a concern for staff well-being. Finally, the community in El Mirage faces an overwhelming challenge related to proximity to help as most support services are located outside of the city. This presents a barrier for victims as most of them are often unaware of what is available as well as how to access these services. The availability of advocates plays a crucial role in serving these needs. Without continuation of the VOCA project, there will be an increase in gaps between victims and the services available to meet their needs.

Service Needs/Supporting Data

El Mirage is no different than most communities in that crimes are occurring and victims are suffering at the hands of offenders. According to 2014 Uniform Crime Report (UCR) statistics for El Mirage, there were over 1000 Part I crimes reported and an additional 2,165 Part II crimes. According to crime statistics in the El Mirage Police Department's records management system, in 2014, the department received 4,942 crime related calls for service. (Note: these numbers are derived from how calls for service were received through the dispatching system and are defined differently than UCR) Over 56% of these occurred between the hours of 12:00pm and 10:00pm. These victims, as with many others, are left to deal with the aftermath of victimization. These crimes can have an unexpected impact on victims, affecting their emotional, financial, physical and psychological wellbeing. One example of psychological impact on victims is Post Traumatic Stress Disorder. According to the National Center for PTSD: "Studies have shown that as many as 90% of sexually abused children, 77% of children exposed to a school shooting, and 35% of urban

youth exposed to community violence develop PTSD. And among people who are victims of a severe traumatic experience 60 - 80% will develop PTSD."

Project Summary

Project Summary

The total cost of the proposed VOCA project is \$121,874. Our proposed project encompasses continuation of services provided by the Victim Assistance Unit to provide crucial services to crime victims. The program focuses on providing advocacy to victims served through the police department, prosecutor's office and those obtaining protective orders. These efforts are volunteer based, comprised of one Victim Assistance Coordinator, two Victim Advocates and a pool of volunteers and interns. The Unit assists victims with their participation in the criminal justice system and with the impact the crime has made on their lives. The VOCA funds will be utilized to support the project activities which will help victims achieve the outcomes identified in the goals for the project. VOCA funds will provide continuation funding for the full time Victim Assistance Coordinator who is responsible for volunteer recruitment, hiring, training and management of those Volunteer Victim Advocates providing VOCA eligible services to crime victims. Additions VOCA funds will support a portion of one of the Victim Advocates who is currently funded by ACJC which will no longer be available after June 30, 2016. The match portion of the project is being met with in-kind volunteer hours as well as .25FTE of the second Victim Advocate position. Both paid staff and volunteers perform functions of advocates. Advocates initiate contact as crimes are reported to the police department and provide assistance to victims throughout the misdemeanor prosecution phase. The program will meet the outcomes identified in the goals by providing comprehensive services focused on the emotional, physical, financial and advocacy needs of victims. Services provided to meet these needs include: crisis intervention, liaison to investigators, inform victims of their legal rights, assistance with court orders, assist with restitution and compensation claims, accompany victims to interviews and court proceedings, victim impact statements, obtaining emergency funds to victims in need of imminent financial assistance, referrals to local support agencies and assist with other needs of victims within the City of El Mirage. In FY16, the El Mirage Police Department will provide services to over 300 victims.

Interagency Coordination

**Formal Agreement
Y or N**

Partnering Agency: Address Confidentiality Program

Applicant Agency Services/Activities: The El Mirage Police Department employs advocates who are certified Applicant Assistants for the Secretary of State's Address Confidentiality Program. In this role, the department assists potential program participants in filing their applications as well as explaining to victims requirements and opportunities made available to them once accepted.

Y
 N

Partnering Agency: The Clothing Shop

Applicant Agency Services/Activities: The El Mirage Police Department Victim Assistance Unit partners with The Clothing Shop to assist victims in obtaining various necessities. The Clothing Shop is located in a neighboring city and allows for VAU to make referrals for victims in need of clothing, toiletries, household items, furniture and more. In addition, they prepare toiletry bags to VAU to provide as needed in crisis situations.

Y
 N

Partnering Agency: Fraternal Order of Eagles

Applicant Agency Services/Activities: In early December 2014, the Fraternal Order of Eagles formed a supportive relationship with the El Mirage Police Department Victim Assistance Unit. Through this vital relationship, the FOE provides the Victim Assistance Unit with toys for child victims as well as gift cards to local restaurants for the unit to give to victims

Y
 N

in immediate need of food. This ongoing relationship continues to benefit victims within the City of El Mirage by meeting very basic physical and emotional needs.

Community Collaboration

Group Name: AVON/O'Connor House Order of Protection Task Force

Group Purpose: The Task Force is focused on improving service of protective orders. As members of the AVON Order of Protection Task Force, El Mirage Police Department serves as one of the Order of Protection Pilot Projects aimed at removing victims' from the responsibility of getting orders served. Additional partners of this project include City of Phoenix Prosecutor's Office, Governor's Office Division for Women, Glendale City Court, Arizona Coalition Against Domestic Violence and more.

Applicant Agency Role: The El Mirage Police Department was tasked with developing a model protocol/process utilizing electronic delivery of protective orders from courts to local law enforcement. The protocol developed incorporates a smooth transition, ultimately removing the victim from the burden of getting the order transferred for service. The El Mirage Police Department worked closely with El Mirage City Court to begin electronic transfer of protective orders issued from city court to the police department. Prior to this transfer, each victim/plaintiff is asked if they are ready for the order to be served, giving them the decision making power in their safety plan. This model includes a victim notification component, further enhancing victim safety efforts. Each time an officer attempts to serve an order, the victim/plaintiff is contacted and notified of the outcome. Finally, tracking component was implemented to assure these orders do not go unattended.

Group Name: West Valley Domestic Violence Fatality Review Team

Group Purpose: The West Valley Domestic Violence Fatality Review Team was formed after nine west valley cities entered into an intergovernmental agreement to create the WVDVFRT. The goal of the WVDVFRT is to examine fatalities or near fatalities involving domestic or family violence; identify systematic areas for improvement and make recommendations to the Attorney General. This requires a truly multi-disciplinary approach from teams comprised of members from all disciplines, such as law enforcement, prosecution, probation, social service agencies, school systems, offender treatment and victim services. An additional crucial component of team membership is that members either live or work within the region in which cases are selected. Team members provide perspective from their discipline as the team takes on the task of rebuilding the lives of the offender and victims in an attempt to identify what we can do as a community to reduce the number of deaths or near deaths related to family violence.

Applicant Agency Role: The El Mirage Police Department spearheaded the formation of the nine city partnership. Additionally, the Department participates in a leadership role as a member of the WVDVFRT's Executive Team. In this role, the department works diligently to assure vital information is made available to team members in a timely manner for review. As well as bringing to the group a focus on victim issues such as safety, support and justice.

Group Name: Maricopa Association of Governments Regional Domestic Violence Council

Group Purpose: The Maricopa Association of Governments Regional Domestic Violence Council is a working group focused on improving the response to domestic violence victims and their families with a regional approach.

Applicant Agency Role: The City of El Mirage participates as both a voting member as well as Chair of the Council. In these roles, the City participates in various outreach and educational efforts to enhance resources available for those responding to domestic violence.

Performance Measures

Project Focus

- Child Abuse
- Domestic Violence
- Sexual Assault
- Sexual Assault Hotline
- Victim Witness
- Other -

Performance Measure Detail

Goal

Assist victims to understand and participate in the criminal [justice] system

Performance Measures	Measure	FY 2014	Projected FY 2016
Input			
Number of victims requesting service	#	194	300
Output			
Number of victims receiving services	#	194	300
Outcome			
Knowledge #1: # and % of victims who report an increased knowledge and understanding of the criminal justice system.	#	0	50
	%	0	65
Engaging #2: # and % of victims reporting that services received helped them exercise their victims' rights during the criminal justice process.	#	0	50
	%	0	80
Experiencing #1: # and % of victims reporting being more likely to report future crime based on the services provided by the victim advocate.	#	0	50
	%	0	80
Outcome - Other			
Quality			
Specific Satisfaction #2: % of victims who felt they had the information they needed to make informed decisions about contacting other support services.	%	0	75
General Satisfaction #1: % of victims who reported that advocacy services provided were helpful.	%	0	75
Quality - Other			
Percent of victims reporting satisfaction with court related support.	%	0	75

Activities

- Criminal Justice Support/Advocacy
- Information, Referral and Connection
- Emergency Legal Advocacy
- Follow Up Contact
- Telephone Contact
- Assistance in Filing Compensation Claims

Goal

Respond to the emotional and physical needs [healing] of victims

Performance Measures	Measure	FY 2014	Projected FY 2016
Input			
Number of victims requesting service	#	194	300
Output			
Number of victims receiving services	#	194	300
Outcome			
Knowledge #2: # and % of victims reporting and increased knowledge of techniques used to cope with trauma and victimization.	#	0	50
	%	0	80
Engaging #1: # and % of victims who report a better understanding of local resources and how to access them from support.	#	0	50
	%	0	80
Experiencing #2: # and % of victims reporting the advocate's services increased their ability to cope.	#	0	50
	%	0	80
Outcome - Other			
Quality			
Specific Satisfaction #2: % of victims who felt they had the information they needed to make informed decisions about contacting other support services.	%	0	75
General Satisfaction #1: % of victims who reported that advocacy services provided were helpful.	%	0	75
Quality - Other			
Percent of crime victims reporting satisfaction with the referrals given.	%	0	80
Percent of crime victims reporting positive effects of engaging in services from at least one referral given.	%	0	75
Activities			
Crisis Counseling			
Follow-up Contacts			
Information, Referral and Connection			
Criminal Justice Support/Advocacy			
Emergency Legal Advocacy			
Personal Advocacy			
Telephone Contact			
Goal			
Provide victims of crime with a measure of [safety] and security			

Performance Measures	Measure	FY 2014	Projected FY 2016
Input			
Number of victims requesting service	#	194	300
Output			
Number of victims receiving services	#	194	300
Outcome			
Engaging #1: # and % of victims who report being able to better assess their safety needs.	#	0	50
	%	0	80
Outcome - Other			
Quality			

Specific Satisfaction #2: % of victims who felt they had the information they needed to make informed decisions about contacting other support services.	%	0	70
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General Satisfaction #1: % of victims who reported that advocacy services provided were helpful.	%	0	75
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Quality - Other

Activities

Crisis Counseling

Follow-up Contact

Information, Referral and Connection

Criminal Justice Support and Advocacy

Emergency Legal Advocacy

Personal Advocacy

Telephone Contact

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REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: <u>09/08/2015</u>	TYPE OF ACTION: ___ RESOLUTION # _____ ___ ORDINANCE # _____ <input checked="" type="checkbox"/> OTHER: Approval	SUBJECT: Consideration and action to approve the City Manager's proposal to close general City services from Monday, December 28, 2015 through Thursday, December 31, 2015, anticipating staff will resolve any customer service issues.
DATE ACTION REQUESTED: <u>09/15/2015</u>		
<input checked="" type="checkbox"/> REGULAR ___ CONSENT		

TO: Mayor and Council
FROM: Robert Nilles, Finance Director
RECOMMENDATION: Authorize closure of general city services during the week between the Christmas Holiday, 2015 and the New Year Holiday, 2016.
PROPOSED MOTION: I move to close general city services as presented.

DISCUSSION: The City Manager is proposing to close general city services from Monday, December 28, 2015 through Thursday, December 31, 2015 and grant employees paid time off. The City observes December 24th and 25th (Thursday and Friday, 2015) and January 1, 2016 (Friday) as paid holidays whereby all City offices are closed. This proposal results in the additional closure of general City services from Monday, December 28, 2015 through Thursday, December 31, 2015. This proposal equates to an additional 32 hours of paid leave or an approximate 1.5% additional benefit for employees. In lieu of paid time off, Police shift employees will receive 32 hours and Fire shift employees will receive two shifts (48 hours) credited to leave banks. The additional leave hours will be treated as vacation hours for the Fair Labor Standards Act (overtime) purposes only, as it is special leave that will be used prior to any other leave taken. This action was previously approved by Council in 2012 and supports Council's recommendation for employee salaries and benefits adopted in 2014.

FISCAL IMPACT: None – pay has already been budgeted for these hours.

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Finance Director:

Robert Nilles

9/10/15
 Date

Approved as to form:

Robert M. Hall, City Attorney

9/10/15
 Date

City Manager:

Dr. Spencer A. Isom

9/10/15
 Date