

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

#9b

Date: 05.01.2019 Weekly Agenda Date: 05.07.2019

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Sheriff Dave Drew

WORDING FOR AGENDA ITEM:

Sex Offender Registry Compliance Check Investigative Operations Obligation Document from the U.S. Department of Justice - United States Marshals Service for Reimbursement of Overtime .

ACTION REQUIRED:

- | | | |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/> |

EXECUTIVE SUMMARY:

Sex Offender Registry Compliance Check Investigative Operations Obligation Document from the U.S. Department of Justice - United States Marshals Service for Reimbursement of Overtime.

BACKGROUND:

The U.S. Department of Justice and the United States Marshal Service has funding (\$2,800.00) for overtime wage reimbursement to assist in doing sex offender registry compliance checks in Woodbury County. The attached document is the Investigative Operations Obligation Document (Agreement) between the U.S. Department of Justice and the Woodbury County Sheriff's Office.

FINANCIAL IMPACT:

\$2,800.00 in overtime wages to be reimbursed by the U.S. Department of Justice - United States Marshal Service.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Motion and approval of the agreement for overtime reimbursement from the U.S. Department of Justice - United States Marshal Service for Sex Offender Registry Compliance Checks in Woodbury County, Iowa.

ACTION REQUIRED / PROPOSED MOTION:

Motion and approval of the agreement for overtime reimbursement from the U.S. Department of Justice - United States Marshal Service for Sex Offender Registry Compliance Checks in Woodbury County, Iowa.

INSTRUCTIONS: See page 2 for detailed instructions.

SECTION 1: OBLIGATION

The obligation number will be entered once all parties have signed the form USM614.

UFMS OBLIGATION #:

SECTION 2: PARTICIPATING AGENCIES

Notification to state and local agencies of funding provided in support of U.S. Marshals Service operations, pursuant to the Memorandum of Understanding (MOU) between:

Woodbury County Sheriff's Department
and
Northern District of Iowa (29)

SECTION 3: PROJECT / OPERATION NAME

SECTION 4: PERIOD OF PERFORMANCE

May 1, 2019 to June 15, 2019

SECTION 5: APPROPRIATION DATA

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC	PURPOSE	DOLLAR AMOUNT
				21000	Travel / Per Diem	
				31011	Investigative Expenses	
				25200	State & Local Overtime	\$2,800.00
				26001	Supplies & Materials	
ADD APPROPRIATION DATA						
TOTAL OBLIGATION AMOUNT:						\$2,800.00

SECTION 6: CONTACT INFORMATION

DISTRICT/HQ CONTACT:

Name: Peter Zellmer
Phone: 7122597012
E-mail: peter.zellmer@usdoj.gov

STATE/LOCAL CONTACT:

Name: Donald Armstrong
Phone: 7122796010
E-mail: darmstron@woodburycountyiowa.gov

SECTION 7: AUTHORIZATION

This obligation document serves as notification of funding provided to support state and local agencies participating in U.S. Marshals Service Operations subject to the availability of funds. The U.S. Marshals Service reserves the right to remove unused residual funds upon completion of payments under this obligation.

USMS Administrative Representative - Certification of Funds:

Signature: GAIL ARNDT Digitally signed by GAIL ARNDT
Date: 2019.04.29 17:14:55 -0500' Date: _____
Gail Arndt Administrative Officer

USMS Operational Representative - Obligation Approval:

Signature: MYRON MCDANIEL Digitally signed by MYRON MCDANIEL
Date: 2019.04.30 11:41:51 -0500' Date: 4/30/2019
Myron McDaniel Chief Deputy U.S. Marshal

Departmental Representative - Acknowledgement:

Signature: _____ Date: _____
Todd Wieck Major

SECTION 8: STATE/LOCAL FINANCIAL CONTACT INFORMATION:

A. The state/local agency will be applied by the state/local agency financial contact information.
B. The state/local agency will provide a valid DUNS number from the SAM.gov database.

Name: _____ E-mail: _____
Phone: _____ State/Local Agency DUNS #: _____

FORM USM-614 INSTRUCTIONS

The Investigative Operations Obligation Document is designed to provide district, regional fugitive task forces, and SOIB one standard obligating form to record new obligations with in UFMS. To adjust funding in an existing obligation, please refer to Form USM-614A, Investigative Operations Modification Document. Funding in support of the operation is pursuant to the existing Memorandum of Understanding (MOU) between the USMS and the state or local law enforcement agency participant. Reimbursements are subject to the availability of funds and contingent upon the submission of proper documentation. Please note that overtime reimbursements require the submission of agency invoices and supporting documentation on a quarterly basis.

In the event that the USMS will use a payment method OTHER than reimbursement directly to the state or local agency, additional guidance will be provided by USMS Headquarters. The district, RFTF, and SOIB office is responsible for communicating payment procedures to their partnering agencies. All payments are made via Electronic Funds Transfer (EFT) through the U.S. Department of Treasury.

SECTION 1: Obligation Number

- A. Enter UFMS Obligation number.

SECTION 2: Participating Agencies

- A. BOX 1: Enter name of state or local participating agency.
- B. BOX 2: Use drop down menu to select appropriate USMS Office.

SECTION 3: Project/Operation Name

- A. USMS Office will insert the name of the project or operation being funded.

SECTION 4: Period of Performance

- A. Insert valid period of performance for the obligation. Obligations created using the one-page Investigative Operations Obligation Form may not cross fiscal years.
- B. Period of performance must begin no earlier than the date of funds availability and end no later than September 30 of the current fiscal year.

SECTION 5: Appropriation Data

- A. Enter information across appropriate field for all items being obligated. All fields for a line item must be completed in order to proceed to the next step.
- B. Project Codes: Will be assigned by USMS Office.

SECTION 6: Contact Information

- A. Enter District/HQ contact information (Box 1) and State/Local contact information (Box 2).

SECTION 7: Authorization

- A. Certification of Funds: Signature will be applied by the USMS representative upon confirmation that funds have been moved into the budget.
- B. Obligation Approval: Signature will be applied by USMS representative upon receipt of obligation document. To ensure sufficient internal controls and proper segregation of duties, the USMS representative approving obligation forms cannot also approve invoices or reimbursements related to the same obligation. (See U.S. Office of Management and Budget (OMB) Circular A-123 and USMS Office of Finance guidance for further information regarding internal controls.)
- C. Acknowledgement: Signature will be applied by state or local agency representative. The obligation is not valid until all parties have signed. When completed, the form will be returned to the District/RFTF office. Once form is signed by all parties in section 7, the USMS office that is responsible for initiating the commitment, will create the obligation in UFMS and attach this form.

SECTION 8: State/local Financial Contact Information

- A. The state/local agency will be applied by the state/local agency financial contact information.
- B. The state/local agency will provide a valid DUNS number from the SAM.gov database.