

	USDA. Forest Service	OMB 0596-0217 FS-1500-BA
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FS Agreement No. 17-LE-11051360-024  
 Cooperator Agreement No. \_\_\_\_\_  
 Modification No. 09

**EXHIBIT B**

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &  
FINANCIAL PLAN**

**Between The  
 FRESNO COUNTY SHERIFF'S OFFICE  
 And the  
 USDA, FOREST SERVICE  
 SIERRA AND SEQUOIA NATIONAL FORESTS**

**2020 CONTROLLED SUBSTANCE ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Fresno County Sheriff's Office, hereinafter referred to as "FCSO," and the USDA, Forest Service, Sierra and Sequoia National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #17-LE-11051360-024 executed on April 19, 2017. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning October 01, 2019 and ending September 30, 2020.

**Previous Year Carryover: \$00.00**  
**FY 2020 Obligation: \$18,000.00**  
**FY 2020 Total Annual Operating Plan: \$18,000.00**

**I. GENERAL:**

A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Margaret Mims, Sheriff-Coroner-Public Administrator Fresno County 2200 Fresno Street Fresno, CA 9371-1703 Telephone: (559) 600-8800 FAX: (559) 262-4032 Margaret.Mims@fresnosheriff.org	Annabel Baldwin, Sheriff-Coroner's Office 2200 Fresno Street Fresno, CA 93717 Telephone: (559) 600-8568 Fax: (559) 488-3348 Email: <a href="mailto:Annabel.Baldwin@fresnosheriff.org">Annabel.Baldwin@fresnosheriff.org</a>



<b>Cooperator Alternate Contact #1</b>	<b>Cooperator Alternate Contact #2</b>
Kevin Lolkus, Lieutenant County of Fresno, Sheriff-Coroner's Office 2200 Fresno Street Fresno, CA 93721-1703 Telephone: (559) 600-8723 FAX: (559) 251-8494 E-mail: Kevin.Lolkus@fresnosheriff.org	James Minenna, Sergeant County of Fresno, Sheriff-Coroner's Office 2200 Fresno Street Fresno, CA 93721-1703 Telephone: (559) 600-8012 FAX: (559) 251-8494 E-mail: james.minenna@fresnosheriff.org

**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Cooper Fouch, Special Agent Sierra National Forest 1600 Tollhouse Road Clovis, CA 93611-0532 Telephone: (559) 297-0706x4886 E-mail: cooper.fouch@usda.gov	Eric Rusch Program Support Assistant 1323 Club Drive Vallejo, CA 94592 Office: (707) 562-9127 FAX: (707) 562-9031 E-mail: eric.rusch@usda.gov

<b>U.S. Forest Service Program Coordinator Contact</b>
Kevin Mayer Assistant Special Agent in Charge Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 707-562-9155 FAX: 707-562-9031 E-mail: kevin.mayer@usda.gov

**II. CONTROLLED SUBSTANCE OPERATIONS**

Pursuant to IV- I of Agreement No.17 -LE-11051360-024, the following is in support of operations to suppress manufacturing and trafficking of controlled substances on or affecting the administration of National Forest System lands, with an emphasis on identification, apprehension and prosecution of suspects engaged in these activities:



A. The *U.S. Forest Service* agrees:

1. To reimburse **FCSO** for expenditures associated with the detection of locations and activities related to illegal production and trafficking of controlled substances, including:
  - a. Ground reconnaissance to identify and inventory locations and activities associated with producing or trafficking controlled substances.
  - b. Aerial reconnaissance to identify and inventory locations and activities associated with producing or trafficking controlled substances.
2. To reimburse **FCSO** for certain expenses resulting from investigative activities associated with investigating cases involving the illegal production or trafficking of controlled substances on or affecting the administration of National Forest system lands, including:
  - a. Surveillance operations to identify persons illegally producing or trafficking controlled substances.
  - b. Apprehension of persons suspected of producing or trafficking controlled substances.
  - c. Collection of evidence to support prosecution of persons suspected of illegally producing or trafficking controlled substances.
  - d. Prosecution of persons suspected of producing or trafficking controlled substances.
3. To reimburse **FCSO** for expenses resulting from the removal of cannabis plants from National Forest System lands. When circumstances indicate that removal of the cannabis plants is required before an investigation to determine the person(s) responsible can be completed, eradication operations must be approved by the U.S. Forest Service prior to taking place.

**Note:** **FCSO** retains the authority to eradicate cannabis plants from National Forest System lands without reimbursement from the U.S. Forest Service at its discretion.
4. To reimburse **FCSO** for the costs of purchasing supplies and equipment used exclusively for activities described in items A.1, A.2 and A.3 of this Plan. Purchases must be agreed to and approved by the U.S. Forest Service.

Purchases may **not exceed 10% of the total allocation** without prior approval by the U.S. Forest Service Designated Representative.



B. **FCSO** agrees:

1. Within its capability, to perform the following activities on National Forest System lands:
  - a. Detect and inventory locations associated with illegal production or trafficking of controlled substances, and notify the U.S. Forest Service of such locations as soon as possible.
  - b. Investigations to determine the person(s) responsible for manufacturing or trafficking controlled substances.
  - c. Upon request and prior approval of the U.S. Forest Service, remove cannabis plants from National Forest System lands.
2. To furnish all activity reports, crime reports, investigation reports, and other reports or records, resulting from activities identified in **Section II, A** of this Operating and Financial Plan to the affected Forests for review and forwarding to the Regional Office for processing.

C. The *U.S. Forest Service* and **FCSO** mutually agree to the following:

1. The following rate schedule will apply to all expenditures that may be reimbursed to **FCSO** under this agreement;

Salary (base)	<b>\$106.46</b> per hour
Salary (overtime)	<b>\$60.43</b> per hour
Per diem costs	Actual documented costs not to exceed the Federal Per Diem Rates ( <a href="http://www.gsa.gov">www.gsa.gov</a> )
Travel (mileage and fares)	<b>\$0.575</b> per mile
Helicopter flight time	<b>Actual documented costs</b>
Supplies or equipment	<b>Actual documented costs</b>

2. The total expenditures of **FCSO** that may be reimbursed may not exceed.... \$.  
The total expenditures for item **A.4** may not exceed..... **10%** of the total allocation.

D. **Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or de-obligated at the request of the U.S. Forest Service.**

**III. BILLING FREQUENCY:**

*See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.*



**FCSO** will furnish *monthly itemized statements* of expenses to the U.S. Forest Service for expenditures that may be reimbursed as identified in items II A.1, A.2, A.3, and A.4 of this Plan. Attachment A, Law Enforcement Billing Summary, Drug Enforcement, must be completed and submitted to the contacts in (a) below for each billing statement.

- a. Mail copies of itemized billing statements (Attachment A) to:

Eric Rusch, Program Support Assistant  
Pacific Southwest Regional Office - LEI  
1323 Club Drive  
Vallejo, CA 94592

Send photo copy to:  
Cooper Fouch, Special Agent  
Sierra National Forest  
1600 Tollhouse Road  
Clovis, CA 93611-0532

- b. **Send hard copy invoices to:**

U.S. Forest Service  
Albuquerque Service Center  
Payments – Grants & Agreements  
101 B Sun Ave NE  
Albuquerque, NM 87109

Or fax to: (877) 687-4894

Or e-mail scanned invoice to: [sm.fs.asc\\_ga@fs.fed.us](mailto:sm.fs.asc_ga@fs.fed.us)

- c. Final billings for reimbursement on this Annual Operating Plan (AOP) must be received by the U.S. Forest Service before October 31, 2020 in order to receive payment.
- d. **Annually update the registration of the County Sheriff's DUNS# on the System for Award Management (SAM) website at [www.sam.gov](http://www.sam.gov) for the verification of the EFT (Electronic Funds Transfer) banking information.**

**Job Code: NFLE5120 1360**



USDA, Forest Service

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Purchases may **not exceed 10% of the total allocation** without prior approval by the U.S. Forest Service Designated Representative.





B. **FCSO** agrees:

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  - a. Detect and inventory locations associated with illegal production or trafficking of controlled substances, and notify the U.S. Forest Service of such locations as soon as possible.
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2. To furnish all activity reports, crime reports, investigation reports, and other reports or records, resulting from activities identified in **Section II, A** of this Operating and Financial Plan to the affected Forests for review and forwarding to the Regional Office for processing.

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Sierra National Forest  
1600 Tollhouse Road  
Clovis, CA 93611-0532

- b. **Send hard copy invoices to:**

U.S. Forest Service  
Albuquerque Service Center  
Payments – Grants & Agreements  
101 B Sun Ave NE  
Albuquerque, NM 87109

Or fax to: (877) 687-4894

Or e-mail scanned invoice to: [sm.fs.asc\\_ga@fs.fed.us](mailto:sm.fs.asc_ga@fs.fed.us)

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**Job Code: NFLE5120 1360**



In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

*Margaret Mims*

*5/7/2020*

MARGARET MIMS,  
Sheriff – Coroner –Public-Administrator  
Fresno County

Date

ATTEST:  
BERNICE E. SEIDEL  
Clerk of the Board of Supervisors  
County of Fresno, State of California  
By Susan Bishop Deputy

*Ernest Buddy Mendes*

*6-23-2020*

Ernest Buddy Mendes, Chairman of the Board of  
Supervisors of the County of Fresno

Date

*Don Hoang*

*7/7/2020*

DON HOANG, Special Agent in Charge  
U.S. Forest Service, Pacific Southwest Region

Date

The authority and format of this agreement has been reviewed and approved for signature.

*Karen McWilliams*

*2-28-20*

KAREN MCWILLIAMS  
U.S. Forest Service, Grants Management Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.