

COMPTRROLLER FILE No. 298224

REPORT OF COMMITTEE

AUDIT REPORT of certain Police Department files prepared by the Chief of Police pursuant to Ordinance 108333.

3/14

Honorable President:

Your _____
to which was referred the within _____
would respectfully report that we have considered the same and respectfully recommend _____

File
~~Referred~~ 2-0 PSE 3/24

Sponsored by _____

Filed Feb. 19 1991
Norward Brooks, City Comptroller
By Margaret Carter
Deputy

ACTION OF THE COUNCIL

Referred	To
<u>3-11-91</u>	<u>Public Safety and Environment</u>
Referred	To
Referred	To
Reported	Disposition
<u>APR 1 1991</u>	<u>PLACED ON FILE</u>
Re-referred	To
Reported	Disposition

REPORT OF COMMITTEE

Honorable President:

Your _____ Committee

to which was referred the within _____
would respectfully report that we have considered the same and respectfully recommend that

File
~~Proced~~ 2-0 PSE 3/24 Smith absent

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Chairman

Office of the Mayor
City of Seattle

Norman B. Rice, Mayor

File w/ City Clerk



February 1, 1991

Norward J. Brooks
Comptroller, City of Seattle
1st Floor, Seattle Municipal Building
Seattle, Washington 98104

NORWARD J. BROOKS Seattle City Comptroller RECEIVED						
FEB 11 1991						
ADM	ACCT	CLK	SYS	AUD	FIN	
ACT						
INFO						

Dear Mr. Brooks:

Ordinance 108333 (the Investigations Ordinance) requires the Chief of Police to audit select police files maintained exclusively for confidential information. This information was obtained through the Police Department's membership in the Law Enforcement Intelligence Unit (LEIU) and the Western States Information Network (WSIN). Chief of Police Fitzsimons has submitted his latest audit report and indicates that he found no violations during the audit process.

Ordinance 108333 further requires that, "The Mayor shall certify the report as the final audit to the City Council, the City Attorney, and the City Comptroller for filing as a public record."

I am hereby forwarding to you and certifying as final the Audit Report prepared by the Chief of Police.

Sincerely,

Norman B. Rice
Norman B. Rice

FILED
CITY OF SEATTLE
1991 FEB 19 AM 11:21
COMPTROLLER AND CITY CLERK

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Seattle Police Department

Patrick S. Fitzsimons, Chief of Police
Norman B. Rice, Mayor



February 1, 1991

The Honorable Norman B. Rice
Mayor of Seattle
12th Floor, Seattle Municipal Building
Seattle, Washington 98104

Dear Mayor Rice:

This report regarding my audit of certain Police Department files is sent to you pursuant to Seattle Municipal code Chapter 14.12 (the Investigations Ordinance), specifically Section 14.12.320C.

AUDIT CONCLUSIONS

The audit was completed on February 1, 1991, and concerned the specific files described below. I found the Seattle Police Department to be in compliance with the pertinent sections of the Ordinance. An inspection of the files and records revealed, (a) no violations of the Ordinance; and (b) a good faith effort by the officers of this Department to comply with the Ordinance in all respects.

Specifically, I confirmed that the Department has complied with the mandates of Ordinance Section 14.12.320C which require that:

"... (a) All information designated for audit by the Chief shall meet all the provisions of this chapter controlling the 'collection,' receipt and/or transmittal of information.

(b) Only information regarding organized criminal activity obtained by a designated department LEIU representative, or information regarding criminal narcotics activity obtained by a designated department WSIN representative, from designated LEIU or WSIN representative, respectively, in other agencies, will be audited under this subsection by the Chief. All other information 'collected' from outside agencies will be subject to audit by the appointed 'Auditor

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The Honorable Norman B. Rice
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(c) Organized criminal activity is defined as conduct that relates to a continuing enterprise engaged in solely for the purpose of obtaining monetary gain wholly or in part through racketeering, vice, narcotics, gambling, fencing, or similar activity.

(d) Criminal narcotics activity is defined as conduct that relates to the illegal manufacture, transportation, distribution, or sale of narcotics or other controlled substances.

(e) All information designated for audit by the Chief shall be filed separate from other 'Department' files.

(f) Access to the information designated for audit by the Chief shall be limited to police officers specifically designated by the Chief of Police."

LAW ENFORCEMENT INTELLIGENCE UNIT (LEIU) FILES

The Department's Criminal Information Section maintains the LEIU files. The LEIU files are made up of three kinds of records:

1. ADMINISTRATIVE DOCUMENTS - Those LEIU/Department correspondence items which deal with membership, training, and other purely administrative topics. No criminal documents or references to specific individuals are retained in this category.
2. CRIMINAL CORRESPONDENCE - All other in/out correspondence which contains or references criminal matters are listed under this category including other agency correspondence.
3. LEIU CARDS - Those index cards dealing with the identification of criminal subjects and criminally oriented associates.

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(Since Last Audit)

<u>LEIU Department Types</u>	<u>Total Audited</u>	<u>Received From LEIU</u>	<u>Received From LEIU Representatives</u>
Administrative Documents	99	8	0
Criminal Correspondence	65	9	0
LEIU Identification Cards	4778	106	0

WESTERN STATES INFORMATION NETWORK (WSIN) FILES

The Department's Narcotics Section maintains the WSIN files.
The WSIN files are made up of three kinds of records:

1. ADMINISTRATIVE DOCUMENTS - Those WSIN/Department correspondence items which deal with membership and other purely administrative topics. No criminal documents or references to specific individuals are retained in this category.
2. CRIMINAL CORRESPONDENCE - Made up primarily of subject cards and investigative record check notations on individuals in the narcotics business whose names have been submitted to the central WSIN clearinghouse. This also includes notations or cards on individuals whose names have generated inquiries to this Department from other departments.
3. INFORMATION BULLETINS - Training-type bulletins published by WSIN including various subject matters of interest to narcotics investigators.

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(Since Last Audit)

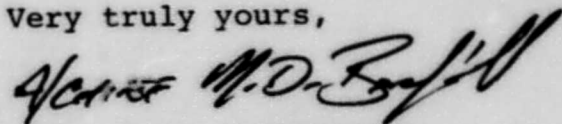
<u>WSIN Document Types</u>	<u>Total Audited</u>	<u>Received From WSIN</u>	<u>Received From WSIN Representatives</u>
Administrative Documents	96	4	0
Criminal Correspondence	2	1	0
Information Bulletins	33	3	0

: The number of WSIN documents is relatively small as compared to the number of LEIU documents for two primary reasons:

1. WSIN does not send each member agency a full set of subject cards. They are maintained at WSIN headquarters and accessed by telephone; and
2. WSIN is a smaller, relatively new organization in the process of building its files and resource documents.

Copies of the bylaws for the Law Enforcement Intelligence Unit (LEIU) and the Western States Information Network (WSIN) were filed with the previous audit report. I certify that they remain current.

Very truly yours,



For PATRICK S. FITZSIMONS
Chief of Police

WFM:km

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TIME AND DATE STAMP

SPONSORSHIP

THE ATTACHED DOCUMENT IS SPONSORED FOR FILING WITH THE CITY COUNCIL BY
THE MEMBER(S) OF THE CITY COUNCIL WHOSE SIGNATURE(S) ARE SHOWN BELOW:

Jane Bland _____

FOR CITY COUNCIL PRESIDENT USE ONLY

COMMITTEE(S) REFERRED TO: _____

PRESIDENT'S SIGNATURE

C S 20 28

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