Clerk File No. 311606

The City of Seattle – Legislative Department

Clerk File sponsored by: Burgess

Chief of Police Audit Report of select police file: obtained through the Police Department's membership in the Law Enforcement Intelligence Unit (LEIU) and the Western States Information Network (WSIN), maintained exclusively for confidential information; dated May 19, 2011, in accordance with Ordinance 108333 (Seattle Municipal Code 14.12).

Committee Action:

Date	Recommendation	Vote
6/15/11	MSP acceptance of CF 311606	3-0-0 TB, SB, SC

This file is complete and ready for presentation to Full Council.

Full Council Action:

Date	Decision	Vote
6/20/11	Filed	8-0 (excused: O'Brien)

Related Legislation File:

Date Introduced and Referred:	To: (committee):
[redacted] 6.13.11	Public Safety + Education
Date Re-referred:	To: (committee):
Date Re-referred:	To: (committee):
Date of Final Action: 6/20/11	Disposition: Filed

5.27.11

Date Filed with City Clerk

By

Michael Patrick McGinn
Mayor of Seattle

FILED
CITY OF SEATTLE
2011 MAY 27 PM 2:49
CITY CLERK

Hand Deliver

May 19, 2011

The Honorable Richard Conlin
Seattle City Council
City Hall, 2nd Floor
Seattle, WA 98104

Dear Council President Conlin,

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 Diaz has submitted the latest audit report and indicated that he found no violations during the audit process.

Ordinance 108333 further requires that "The Mayor shall certify the report as final audit to the City Council, the City Attorney, and the City Clerk 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,

Michael McGinn
Mayor

Attachment: Chief of Police Audit, May 2011

Copy: Peter S. Holmes, Seattle City Attorney
Monica Martinez Simmons, Seattle City Clerk

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COUNCIL CLERK

City of Seattle

Seattle Police Department

Hand Deliver

May 19, 2011

The Honorable Michael Patrick McGinn
Mayor of Seattle
City Hall, 7th Floor
Seattle, Washington 98104

Dear Mayor McGinn:

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 May 18th, 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:

(1) "...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.

(2) Only information regarding organized criminal activity obtained by a designated departmental LEIU representative, or information regarding criminal narcotics activity obtained by a designated departmental WSIN representative, from designated LEIU or WSIN representatives, 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.

(3) "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 criminal activity.

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

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

The Honorable Michael Patrick McGinn
May 19, 2011

(6) 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 Intelligence Section maintains the LEIU files. The LEIU files are made up of two kinds of records:

1. ADMINISTRATIVE DOCUMENTS - Those LEIU correspondence items, which deal with membership, training, and other purely administrative topics. No criminal documents or reference to specific individuals are retained in this category.

2. CRIMINAL CORRESPONDENCE - All other correspondence that contains or references criminal matters or specific individuals are listed under this category, including other agency correspondence.

LEIU

Document Type	Total Audited	Received from LEIU this period
Administrative Documents	45	14
Criminal Correspondence	0	0

There are currently 45 audited items being retained in the LEIU files. (Document totals vary due to periodic purging.)

WESTERN STATES INFORMATION NETWORK (WSIN) FILES
The Department's Narcotics and Criminal Intelligence Sections maintain 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 - Correspondence that contains or references criminal matters or specific individuals are retained in this category.

3. INFORMATIONAL BULLETINS - Training-type informational bulletins published by WSIN, includes various subject matters of interest to investigators.

WSIN

Document Types	Total Audited	Received from WSIN this period
Administrative Documents	27	7
Criminal Correspondence	98	47
Informational Bulletins	391	169

The Honorable Michael Patrick McGinn
May 19, 2011

There are currently 516 audited items being retained in the WSIN files. (Document totals vary due to periodic purging.)

Copies of the bylaws for the Law Enforcement Intelligence Unit (LEIU) and the Western States Information Network (WSIN) were filed with previous audit reports.

Sincerely,

John Diaz
Chief of Police

EB:sed