j.johnson clementon-nj.com <j.johnson@clementon-nj.com> 5/22/2020 9:32 AM

Fwd: OPRA request - Evidence and Audit Report

To l.west <l.west@clementon-nj.com>

heres an opra lisa
please follow and ensure it is responded to within the statutory time period.
Looks like Chuck gets this one.
Jenai

---------- Original Message ----------
From: Tom McGorry <opra+request-11230-e5b27b86@requests.opramachine.com>
To: OPRA requests at Clementon Borough <j.johnson@clementon-nj.com>
Date: May 22, 2020 7:22 AM
Subject: OPRA request - Evidence and Audit Report

Dear Clementon Borough,

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. I affirm that I have not been convicted of a crime and intitled to the requested information Please provide the documents as Word or PDF Format.

Please acknowledge receipt of this message.
Records requested:
The following records related to Property Room Consulting Inc. In the years 2016-2017-2018-2019-2020

1. All Proposal Submitted for Auditing Police Evidence for the above indicted year
2. Scope of work performed
3. Audit and Inventory reports submitted
4. Contracts
5. RFP/RFQ for Service

Yours faithfully,
TM

Please use deliver records electronically via email to the below UNIQUE address for all replies to this request:
opra+request-11230-e5b27b86@requests.opramachine.com

Is j.johnson@clementon-nj.com the wrong address for OPRA requests to Clementon Borough? If so, please contact us using this form:
https://opramachine.com/change_request/new?body=clementon_borough

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
https://opramachine.com/help/officers

View this OPRA request & responses online:
https://opramachine.com/request/evidence_and_audit_report_33

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

OPRA Request - Request for Extension of Time

Charles Grover <cgrover@clementonpd.com>

Thu 6/4/2020 2:03 PM

To: opra=request-11230-e5b27b86@requests.opramachine.com <opra=request-11230-e5b27b86@requests.opramachine.com>

1 attachments (597 KB)

Request for Extension of Time.pdf;

Dear Mr. Tom Gorry -

Please see the enclosed Extension of Time Request pursuant to your OPRA request titled, "Evidence and Audit Report" that was received by me on May 26, 2020.

Respectfully,

Chief Charles Grover
Clementon Police Department
101 Gibbsboro Road
Clementon, NJ 08021
Office 856-783-2759 X130
Fax 856-784-3825

OPRA | Open Public Records Act

June 04, 2020

Tom McGorry
Via email submission

Dear Mr. McGorry,

The Clementon Police Department received your Open Public Records Act (OPRA) request on May 22, 2020. The official Records Custodian, Charles Grover, received your OPRA request on May 26, 2020. As such, the seven (7) business day deadline to respond to your request is June 04, 2020. This response to your request is being provided to you on the [7th] business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

The following records related to Property Room Consulting Inc. In the years 2016-2017-2018-2019-2020

1. All Proposal Submitted for Auditing Police Evidence for the above indicated year.
2. Scope of work performed
3. Audit and inventory reports submitted
4. Contracts
5. RFP/RFQ for Service

Your request requires additional time beyond the seven (7) business days to fulfill due to the current state of emergency / health crisis pandemic that has limited personnel readily available to assist in the production of said records in its entirety or a portion thereof. OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5.i. Specifically, OPRA states that, "the requestor shall be advised by the custodian when the record can be made available. If the record is not made available by that time, access shall be deemed denied."

Your request requires an extension of time until **June 15, 2020**.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Clementon Police Department to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

Chief Charles Grover
Clementon Police Department
Office: 856-783-2271 Ext. 130
Fax: 856-784-3825
Email: cgrover@clementonpd.com

What skeletons lie in your evidence?
We rescue police property rooms!

Property Room Consulting
10 Red Oak Ct
Egg Harbor Township, NJ 08234
1-800-338-9730

DATE: JUNE 13, 2018
INVOICE # 607

TO Sergeant Worrick
Clementon Police Department
101 Gibbsboro Rd
Clementon, NJ 08021

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
MSM	CLEMPD1	Onsite	NA	May 25, 2018	Net 20	July 10, 2018

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1	TRAINING	See Proposal (Page 2)	6450.00		6450.00
1	PRINTER	ZEBRA GK420T	495.00		495.00
1	SCANNER	ZEBRA L4178I W/POWER	350.00		350.00

TOTAL DISCOUNT	
SUBTOTAL	7295.00
SALES TAX	NA
TOTAL	7295.00

Thank you for your business

PROPOSAL (SCOPE OF WORK):

Having spoken with Sergeant Worrick of the Clementon Police Department, I recommend and am quoting for Property Room Consulting Inc. services for the following needs:

Training through:

1. An inventory audit of the Clementon Police Department's Property and Evidence room(s). This audit shall as best as practical consist of 100% verification against the agency log of all CDS, firearms, currency; and jewelry, precious metals and gemstones valued at over $500, as well as any bodily fluids that may be on hand. General evidence shall be verified at the level of a representative sampling. Complete report of findings to agency CEO, including levels of confidence.

2. Separation of high risk items from general property and evidence.

3. Complete examination and analysis of the Department's PE workflow through inspection. Review practices versus policy and make recommendations for modifications, including where current policy and practices are in conflict. Provide agency CEO recommendations and suggested policy revisions, particularly to be in alignment with best practices consistent with contemporary policing models.

4. Evaluate and make recommendations for the physical scheme of the PE storage facilities. Assist in the implementation of any accepted recommendations.

5. Onsite set-up, customization and training of the BEAST PMS. (PORTER LEE QUOTE FOR SOFTWARE, SUPPLIES, REMOTE INSTALL AND SUPPORT IS SEPARATE)

6. Evaluation and development of a general plan of action for the efficient disposition and ultimate disposal of eligible items through the method appropriate for each circumstance. Integration of the plan of action with the features of the BEAST system that are designed for this purpose.

7. Provide other direction and support as issues arise while onsite.

8. Arrival and departure conference with Command personnel.

EXPECTED 5-6 DAYS ONSITE. Property Custodian required to be present for security and continuity of chain of custody.

PROPERTY ROOM CONSULTING, INC

"We rescue law enforcement property rooms"

Chief Michael S. Miller

May 1, 2018

Chief Grover,

I was contacted by Sgt. Worrick in reference to an inventory audit and corresponding training that you would like accomplished and I subsequently provided a quote to him for the same. He had inquired about other vendors that do the same work as I, for purchasing reasons,

As I was deciding whether or not PRC would be a viable endeavor, I did research as to other companies who do this type of consulting and found none in New Jersey. Furthermore, the only entity that does similar work, of which I am aware, is based in California. What sets me apart is that I am intimately familiar with the NJ requirements, and I will complete your audit in accordance with those requirements as well as best practices.

Additionally, I am the only vendor outside of Porter Lee Corporation that is authorized to train in the BEAST system.

If you have any questions, please do not hesitate to reach out.

Michael S. Miller
Property Room Consulting, Inc.

mmiller@propertyroomconsulting.com
Phone: (609) 228-8583

Visit us at www.propertyroomconsulting.com
Toll Free: (800) 338-9730

Borough . Clementon
101 GIBBSBORO ROAD • CLEMENTON, NJ 08021
TEL: (856) 783-0284 • FAX: (856) 783-3419

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

No. 18-00693

Pg 1

SHIP TO
Clementon Police Department
101 Gibbsboro Road
Clementon, NJ 08021

ORDER DATE: 06/13/18
REQUISITION NO:
DELIVERY DATE:
STATE CONTRACT:
ACCOUNT NUM:

VENDOR
VENDOR #: PROPE006
PROPERTY ROOM CONSULTING
10 RED OAK COURT
EGG HARBOR TOWNSHIP, NJ 08234

DATE	CHECK #

FEDERAL TAX I.D. NO. 216-000-477-000 TAX EXEMPT MUNICIPAL GOVERNMENT

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	Inventory Audit of Police Departments Property and Evidence Room Onsite set-up , customization and training of the BEAST PMS (in conjunction with po#18-00454)	T-26-56-000-000-299	6,450.0000	6,450.00
1.00	Zebra Printer Catalog #: GK420T	T-26-56-000-000-299	495.0000	495.00
1.00	Zebra Scanner Catalog #: L41781 W/POWER	T-26-56-000-000-299	350.0000	350.00
			TOTAL	7,295.00

SIGN AT X AND RETURN ORIGINAL PURCHASE ORDER WITH THE INVOICE FOR PAYMENT

NOT TO EXCEED STATED AMOUNT WITHOUT FURTHER WRITTEN AUTHORIZATION BY CHIEF FINANCIAL OFFICER

CERTIFICATION

having knowledge of the facts certify that the materials and upplies have been received or the services rendered; said ertification being based on signed delivery slips or other easonable procedures.

AUTHORIZED SIGNATURE

APPROVAL FOR PAYMENT

COUNCIL

COUNCIL

COUNCIL

DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW

CERTIFICATION ON FUNDS

I hereby certify that funds are available as encumbered.

6-13-18

DATE

CHIEF FINANCIAL OFFICER

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that th within bill is correct in all its particulars; that the articles have been furnishe or services rendered as stated therein; that no bonus has been given o received by any person or persons within the knowledge of this claimant i connection with the above claim; that the amount therein stated is justly du and owing; and that the amount charged is a reasonable one.

X

VENDOR SIGN HERE

6/13/2018 President

DATE OFFICIAL POSITION

47-4365606

TAX I.D. NO. OR SOCIAL SECURITY NO. INCORPORATED? ☒ YES ☐ NO

Clementon Police Department

Evidence Audit And Inspection

Introduction

Background: I was contacted by Clementon Police Department Detective Sergeant Robert Worrick in reference to installing the BEAST Evidence Management System and evaluating the Police Department's Evidence Room. The agency is not accredited nor is it seeking accreditation at this time. We arranged a meeting, held on March 22, 2018. At that time we discussed the needs of Clementon Police and I subsequently provided a quote for services, which the Department subsequently accepted. We agreed on a start date of May 16, 2018 and an estimated completion date of May 25, 2018.

On Scene Evaluation: I, along with Lt. (Ret.) A. Robert Pettit, Jr. arrived at the Police Department on May 16, 2018 and met with Chief Grover and Sgt Worrick. I was given a tour of the facility and also had the opportunity to interview the custodian. A custodian was onsite at all times during our auditing. During the course of the onsite evaluation, I initially focused on learning about how a) the current function operates in terms of intake, packaging, temporary storage, transfer of property into long term storage, storage schemes, and final disposition.; as well as b)how the department utilizes their property management system to track and manage their inventory. Each of these functional areas is discussed in detail within the report. The onsite portion of the inspection and audit was completed on May 25, 2018.

Clementon Inspection:

Staffing: Given the size and volume of evidence taken in by the Clementon Police Department, staffing of the function as a part-time duty of a primary custodian with an additional officer serving as a backup is adequate staffing. A temporary increase of manpower to accomplish items identified in "Corrective Actions Needed" will be required.

Intake: The system of intake reflects the practices of logging, packaging and turning over to the temporary evidence holding system. Those operational areas are discussed below:

Logging: The current logging system is a twofold process that is accomplished by the recovering officer. Upon getting an item, the officer is required to complete a property form in triplicate and also log the evidence into the Infoshare system. According to interview, this is generally done during the course of the officer's tour, but there are times when it is possible that this is not done within that time period. See corrective actions taken.

Packaging: The officer has self-sealing bags that are designed for the packaging of property/evidence. Officers utilize these bags consistently for all CDS, cash. Firearms are packaged into a handgun or rifle box with evidence tape seals.

Transfer to Temporary Storage: The Department currently uses a drop, key in only type system for items that can fit into an approx. 8"x 4". This drop box needs to be modified as the screws securing the hasp could be easily backed out and the lock box breeched. They also utilize three approx. 6' tall lockers key in only for the storage of larger items, such as long guns. Anything larger than what would fit in either of those locations are transferred into a bulk items location that is key limited to police personnel, but not of a key in only design.

Acceptance into Evidence: The property custodian and secondary key holder are the only persons who are able retrieve property out of the temporary storage areas other than the bulk storage area. Upon receipt, the custodians verify the packages and complete the chain of custody section of the property report indicating receipt and storage. They subsequently transfer the property into the property and evidence room.

Long Term Storage Security: Security measures are generally good. The room is located within a secure area of the police department facility and it is constructed as to not be easily breechable. The door is solid and is secured by a deadbolt. No windows are present. There is recorded video in the area leading to the room, but not within the room itself or directly on the door. Key control is reported to be limited to the property custodians.

- Needs fire suppression. None present and boxes piled too close to the drop ceiling.

- *NJ Attorney General/NJSACOP Guideline requirement* - **<u>High risk items need to be secured under a separate layer of security (cash, CDS, firearms and jewelry/precious metals/gemstones valued at over $500.</u>** See corrective actions.

- Consider the addition of a small HEPA air handler as the room is dusty and smells of CDS.

Long Term Storage Administration: The long term storage facility is insufficient in terms of size to properly accommodate the volume of PE in holding. This is a two-fold issue. First, the evidence storage area is not large enough and secondly, the room is overburdened with PE that should have been disposed of years, if not decades ago. Through inspection and interview, it is determined the primary cause of the lack of disposition is unfamiliarity with the rules governing disposition. This is common and addressed in both the disposition and the Corrective Actions Taken sections of this report.

Special Handling Items:

Cash: Exemplary! Cash on hand is minimal. Funds go on deposit promptly.

CDS: CDS is not physically segregated from other PE, nor are records separately kept as a CDS log or identifiable as such. See corrective actions taken.

Firearms: Firearms are mostly segregated from general property in a separate closet within the room however not consistently so, as older firearms were kept in locations around the room.

- Notation of cleared and checked should be notated in BEAST entry, along with the hazard marking "Firearm" on the BEAST label.
- Loose firearms on hand should be repackaged into handgun boxes. Rifle boxes should be used for long guns.
- Firearms storage locations should be contained within the "firearms" locker section in the BEAST

Disposition: It is clear that disposition is not being accomplished in a regular manner and the room is overburdened with items that should have been disposed of. This is true of firearms, CDS and general property and evidence. To improve the general health of the evidence room as well as comply with State Statutes, AG Guidelines and directives and conform to contemporary best practices, **TIME** must be allocated to the evidence control officer to accomplish disposition. I estimate that at least 50% of all items in holding could be purged from the room. Effort should be made to purge five items for each new item brought in. Meeting this goal should result in manageable inventory levels. See corrective actions needed. Disposition eligibility is dependent on the reason why a given item was impounded. The following is largely representative:

- Indictable charges filed: NJ AG Directive 2011-01 sets an evidence retention period for all evidence used in a criminal prosecution which is generally 5 years OR expiration of sentence, whichever is longer. To determine eligibility, there is a time consuming and tedious process. First, the cases needing review need to be identified. Then the cases must be researched in ACS or PROMIS/GAVEL and the sentencing information of each person related to the case must be attained and subsequently submitted to the appropriate Assistant Prosecutor for approval. No item can be disposed of until approval is given. These tasks are best accomplished by civilian personnel with AOC access as the tasks do not require the expertise of a sworn officer and civilians tend not to be pulled for other purposes and come at a lower expense than sworn personnel.

- Non-Indictable charges filed: In most cases except DWI, which is ten years, items can be disposed of one year from the disposition date, unless an appeal has been filed. Although disposition can be accomplished without prosecutorial approval, the same research needs to be done to determine an items eligibility date.

- Criminal case, no charges filed: Items should be purged upon expiration of the statute of limitations, with exception of CODIS, AFIS cases.

- Found Property: 180 days from recovery date.

- Maximize the "return to owner" of stolen property in accordance with 2C:65-1, when there is no dispute as to ownership.

Corrective Actions Taken

General actions:

Provided the custodian with state policies and best practices relating to PE:

I uploaded copies of relevant information into the agency's network. Agency must inquire whether or not there is a corresponding Camden County policy and also comply with its guidance, if such policy exists.

To correct logging, tracking, retrieval and disposition issues:

Supplied, customized and trained personnel on the BEAST Evidence Management System.

It is suggested that the items be entered into the BEAST by the impounding officer and the item be barcoded prior to being placed in the temporary storage locker. Under no circumstance should the evidence custodian open an evidence bag sealed by the impounding officer to correct an error. If there is an error, the custodian should refuse acceptance and return the sealed bag to the impounding officer for correction and resubmission. The evidence custodian then verified and accepts the item into evidence and subsequently scans the barcoded item into a storage location within the room.

I further set up the case expiration table to conform to NJ statute of limitations, so the system will alert the custodian to review items for possible disposition eligibility

.

To create a preliminary database within the BEAST:

Backloaded all identifiable firearms in holding; backloaded all CDS from present back to and including 2011 into the BEAST.

When transitioning to a new central recordkeeping system, a chief question is how to deal with legacy data. Firearms are of primary importance, followed by cash and CDS.

For this reason, I first entered into the BEAST all identifiable firearms in holding for which records exist. Those firearms were subsequently barcoded and scanned into a newly created storage location. There are a number of weapons in holding for which no records exist.

I then worked backwards from present back to and including 2011 and entered all CDS cases. Those CDS cases were subsequently barcoded and scanned into a newly created storage location. I chose 2011 as a cut off point for two reasons, time and the likelihood that items prior to that year are eligible for destruction.

I also entered whatever small quantities of cash that may have been on hand. The agency generally does not store cash and this effort only represents a handful of cases.

To prepare for disposition/destruction and reduce volume of PE:

<u>Conducted Disposition Searches.</u>

Through review of ACS records, I worked with the evidence custodian to identify cases eligible for destruction. This effort is primarily pre 2011 CDS, but also includes other cases. The records were marked to indicate one of the following:

- Eligible to destroy without prosecutorial approval
- Eligible to apply to CCPO for destruction
- Retain, application date not yet reached
- Retain, case active or suspect is a fugitive

All supporting documentation was attached to each item and segregated into storage boxes reflecting its eligibility status.

It incumbent of the custodian to apply to destroy eligible items through CCPO and to follow up with the physical destruction and updating of each respective item's status.

To organize the evidence room and maximize storage space:

Physically separate high-risk items from general items, assist in identifying items that could be purged at once, create a logical storage scheme and set BEAST storage locations and locker sections, with barcoding.

This was a tall order. Through physical inspection, Lt Pettit assisted the custodian in going through PE case by case to determine which items are high risk verses general PE. Upon locating a high risk case, it was pulled and placed for either backloading into the BEAST or disposition search.

Certain items were identified as being able to be purged at once due to the case being expired. Those items were segregated, disposed of by the custodian and the record updated.

The room's storage scheme was updated and reflects the new storage locations relating to firearms and CDS. The custodian was shown how to further update the scheme as volume is reduced and it is practical to do so.

Virtual storage locations were created in the BEAST in relation to the new physical locations and barcodes were printed and applied to same.

Audit Results

Several confounding factors affected the ability to conduct a true audit.

- No consistent central evidence log exists for the bulk of the years in holding to compare against actual items in holding
- There are many items, including weapons, that are not marked and there is no practical way to ascertain to which cases they belong.

With that being established, I reasonably can conclude the following:

CDS

Not Located
2013-02227
2013-00861
2011-02381
2005-01254
2004-01405
2003-00777

Firearms

The following list represents weapons that were located in the room without log entry or without reference to why the firearms are in holding.

Case Number or Date	Item	Serial
BEGIN LONG GUNS		
None	Daisy BB .177	500510
9/22/1990	Springfield .50 cal	10090
1/15/1997	Sweeny Rifle	None
7/8/1975	Crossman BB .177	4707491
None	Browning Shotgun	H71228
None	Shotgun	None (Sutton)
None	MAS 1936	P23720

None	Stevens Arms Rifle	None
None	Stevens Shotgun	NJ8359
None	Delphian Arms Double Barrel	None
None	Stevens 12 Ga Mod 94	None (Schaefer)
5/23/1995	Daisey .177 Rifle	H406120
None	Ithaca Guns Double Barrel	None
None	Glenfield Model 60	25363590
None	12 Ga	None (Ward)
None	Springfield Model 67F	None
None	7-35 cal Rifle	None
95-39	Crossman BB Rifle	775069462
None	Thompson .45 Cal Rifle	4290
None	JC Higgins Model 36 ,22 Cal	2552429
None	Mossberg 12 Ga	None
None	JC Higgins 16 Ga Shotgun	G398910
2008-339	Crossman .177 Pellet	89269
None	US Carbine	None
3/16/1997	Daisey Powerline 888	C108919
6/22/1990	Itaca Model 37 12 Ga	371279628
None	Winchester 12 Ga Model 1400	N748159
6/22/1990	BB Rifle	(Spring Lake)
7/21/1976	Stevens 16 ga shotgun	None
None	Springfield Model 67F	None
None	Sears Model 799	19052
92-25	Stevens Model 73	P687022
4/16/2003	Marlin Model 60	B1094
3/16/1993	Marlin 22 Rifle	27199388
None	Daisey Model 21 (No Stock)	C8778
None	SW Model 1000	FS38086
None	Champion Johnson Arms 12 ga	None
None	Lorehand Arms Shotgun	11138
2005-615	Two BB Rifles	None
None	Browning 12 ga Sawed Off	25874NX152
8/31/1989	Daisey BB Rifle	3L01137
8/23/1990	Crossman Air Gun	289222433
95-64	Crossman Power Master	None
97-06	Crossman Air Gun	(Coret)
98-10	Crossman Power Master	377579261
None	Daisey BB Rifle	None
None	Crossman Power Master	684021950
92-018	Stevens Model 46	(Speller)
96-70	Crossman Model 2100	90539179
2001-20	Daisey BB Rifle Model 1894	K991487
None	Browning 308	14644RT127

04-1317A	Crossman Model 766	None
None	Crossman Model 66	986146742
4/5/1989	JC Higgins 12 ga	(Bianchi)
2008-28	Winchester Model 1300 Sawed	L2877158
2000-20	12 ga Shotgun	P026488
84-0741	Savage Model KK2	D022322
None	Tear Gas Gun	None
10/17/1991	Springfield Model 67F	(Iannace)
6/25/1991	Crossman 2100	D83151348
6/28/1988	Daisey Powerline 856	(Haskinson)
2000-28	Remmington Model 1100	M084106V
11/23/1982	Mossberg 500 12 ga	H802691
10/15/1982	JC Higgins Model 101	None
None	Remmington Model 1100	N03862V
79-0618A	Ithica Deer Slayer Model 37	37158688Y
2000-28	Steven Arms 12 ga Double	H62151
95-59	Stevens Arms 12 ga	None
None	Marlin Model 68	11173507
2006-1419	Apache Arms .45 cal Mod 2097	None
8/31/1989	Daisey Model 103	None
None	Daisey Model 880	None
None	Brownwood Rifle	None
96-42	Remmington Model 1917	516293
5/23/1993	Crossman 760C	69306239
1/16/1992	Crossman BB	43950379
END LONG GUNS		
BEGIN PISTOLS		
None	SW Model 59	A408275
None	FI Industries Model D380	CPA023723
7/5/1981	SW 38 Special	J75225
1/1/1990	Beretta ,22 cal	3760
10/27/1995	Crossman 22 cal pistol	(moran)
10/27/1995	Plainsman BB	463339
None	American Classic Model 1377	690503261
None	Haskell Model JS-45	4849
6/22/1990	Marksman Repeater BB	(collings)
None	Cobra 38 Special	None
None	SW 38 Special	5K2592
None	Rigarmi 25 cal	42184
7/18/1998	Taurus 357 magnum	5259681
2001-78	Lorin 9mm semi auto	L039310
98-09	Young America 32 cal revolver	None
02-021	AG Semi Auto .25	362303
99-37	RTS Starter Pistol	None
99-35	Marksman BB	4E248307

99-0044	357 Magmun	FS-9X142
03-020	Lady K 8mm	None
03-017	Harrington and Richardson	None
02-060	Ruger SP101	None
03-014	TWR Johnson Revolver	1411
95-95	US Revolver 32	47226
96-27	Beretta Model 21A	DAA048238
2002-15	Ruger 22	453702
93-03	ruger 22	69-24574
93-03	ruger 22	63-16135
2001-34	Rohm 22	1294963
98-10	Ruger 22	221-64765
2002-44	Colt 25	196165
2002-44	Crossman .177 Pellet	None
None	Conn Valley Ams	A89250
None	Vanguard ,22 (poss toy)	None
79-1111A.	Exiam 38 special	16732
89-0114A	SW Model 586 357 magnum	AUJ002
1/15/1987	Sturm Ruger 357 magnum	(roberts)
86-0309	22 derringer	(mccoy)
89-042	22 ELG	407153
None	Taurus 357 magnum	38899
None	Colt 22	234034-5
90-018	SW Model 19 357 magnum	28131
90-023	SW Model 586 357 magnum	AEA4625
90-019	Guisala 32 cal	1061
90-024	Benjamin Franklin .177 pellet	None
None	Daisey Model 92 .177	8H08156
None	H&R 22 cal Model 949	None
None	Intratec	85846
END OF PISTOLS		

The above firearms now serve as part of the agencies firearms of record and are confirmed as being in holding as of this audit date.

Corrective Actions Needed

Top Priorities:

Follow up with disposition of eligible items! While onsite, we segregated about 10-12 bankers boxes of items that could currently be destroyed, or could be destroyed upon CCPO approval. It is imperative that this be accomplished at the very next opportunity.

Follow-up on firearms as listed in firearms section of the Audit results.

Allocate sufficient manpower to continue to prepare more items for purging. While we identified and prepared a large amount of cases for destruction procedures, there are other items such as unmarked firearms, unmarked weapons other than firearms and general property and evidence that still need researching and disposition. We are available to assist in this process should sufficient manpower not exist.

Address the hasp situation of the temporary drop box.

Backload "must retain" items into BEAST.

Secondary Priorities:

Consider using heat seal packaging for CDS and cash.

Consider the addition of a small HEPA air handler.

END OF REPORT