

# **Report on the Controller's Office Audit Recommendations**

September 2010 Update

## **Recommendation #1**

**Reconcile the difference between the rape kit records from the physical inventory to the APIMS records to ensure that the entire rape kit backlog is accounted for.**

Response:

This recommendation has been completed.

## **Recommendation #2**

**Verify the information of the physical inventory (such as tested or not tested) with Scientific Investigation Division's (SID) database. Eliminate the kits which have already been tested and include the untested kits which were omitted from the rape kit backlog.**

Response:

This recommendation has been completed.

## **Recommendation #3**

**Assess the resources needed to clear the secondary backlog of kits awaiting technical reviews and request additional funding, if necessary.**

Response:

This recommendation is ongoing. However, the funding to clear the secondary backlog is anticipated to be sufficient. We will continue to look into more funding due to peripheral testing issues, such as, confirmation analysis and consensual partner eliminations.

We are continuing our efforts to increase the staffing within our DNA/Serology Unit to handle the incoming analysis requests. The "Managed Hiring Committee" has approved the hiring of 14 more DNA staff. Interviews were conducted for four Laboratory Technicians a few weeks ago. Four selections were made pending medical and background investigations. The remaining positions to fill are entry level criminalists. The Department will interview and fill these positions when the Personnel Department releases the new certification list of eligible candidates in early November. This should be completed by early December 2010.

#### **Recommendation #4**

**Submit written reports to the Public Safety Committee once a month and to City Council once a quarter which show pertinent sexual assault kit statistics as described in the audit report.**

Response:

This recommendation has been completed. The report is currently viewable to the public online via the Department website ([http://www.lapdonline.org/get\\_informed](http://www.lapdonline.org/get_informed)). The DNA Monthly Progress Reports are available under the link “DNA Monthly Report.”

#### **Recommendation #5**

**Place a high priority on developing a comprehensive master database to account for all untested rape kits and develop a formal timeline for implementing the master database.**

Response:

Robbery-Homicide Division is in the pilot phase of a patch work tracing system as a temporary solution to integrating several feeder legacy systems. This system has a limited application and does not fill the requirements of a comprehensive tracking system.

The Department has identified potential funds and is preparing correspondence requesting City Council approval to use those funds for an Request for Proposal to hire a consultant to conduct a system needs assessment. Concurrent with that effort, is a search of any existing information technology consultant currently under contract that might meet the system consultant needs.

This dual approach will push forward to identify and hire a consultant to identify the tracking system parameters.

#### **Recommendation #6**

**Continue to place a high priority on sending out required victim notifications and seek additional resources if required. The Department should also send out notifications on pre-2004 cases that are not required by the Penal Code.**

Response:

The letter notification process has been completed for the original 403 Stranger cases. The Department identified 137 victims that required letters according to the mandates of Penal Code Section 680. Letters were sent to all 137 victims. The Department will continue to place a high priority on the victim notification process.

The Department will continue to track, monitor, and send victim notification letters as mandated by Penal Code Section 680. Scientific Investigation Division will continue to test the SAEKs within two years, thus eliminating the need for future notification letters.

Penal Code Section 680 is not retroactive, therefore Victim Notification Letters were not initially sent on any cases that occurred between 1997 and 2004. However, if a victim expresses an interest in their SAEK case status, the Department provides notification updates and refers the concerned individuals for counseling.

**Recommendation #7**

**Develop protocols which will increase the likelihood that victims receive the notifications.**

Response:

This recommendation has been completed. Currently, the Department obtains the victim's most recent address through various Department computer resources. Thorough work on the front-end will increase the likelihood of locating each victim. All victim notification letters are being sent as certified mail for higher contact rate from victims.

**Recommendation #8**

**Update the information in the Grants Tracking System in a timely manner to prepare the Quarterly Report submitted to the Department of Justice. If needed, request access to Financial Management Information System (FMIS) from the Controller's Office.**

Response:

This recommendation has been completed.

**Recommendation #9**

**Modify the system features of the Grants Tracking System so that month-end information will be available to the users in a more timely manner.**

Response:

This recommendation has been completed.

Prepared By  
Detective James Blocker  
Robbery-Homicide Division  
SAEK Coordinator