

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT



DETENTION OF INDIVIDUALS AND
DATA COLLECTION AUDIT-
PALMDALE SHERIFF'S STATION
No. 2016-2-A

JIM McDONNELL
SHERIFF

December 9, 2016

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
Audit and Accountability Bureau

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT
PALMDALE SHERIFF'S STATION

Project No. 2016-2-A
Audit Report

PURPOSE

The Audit and Accountability Bureau (AAB) conducted the Detention of Individuals and Data Collection Audit under the authority of the Sheriff of Los Angeles County. The audit was performed to determine how Palmdale Sheriff's Station complied with the policies and procedures of the Los Angeles County Sheriff's Department (Department) related to deputy-initiated detentions of individuals and data collection. The audit also determined compliance, in part, with the requirements of the United States Department of Justice (DOJ) Antelope Valley Settlement Agreement (Agreement).¹

The AAB conducted this performance audit under the guidance of the Generally Accepted Government Auditing Standards. The AAB has determined that the evidence obtained was sufficient and appropriate to provide a reasonable basis for the findings and conclusions based on the audit objectives.²

BACKGROUND

In 2011, the DOJ investigated Lancaster and Palmdale Sheriff's Stations regarding accusations of discrimination against minority residents of the Antelope Valley area. The alleged discrimination involved law enforcement activities that may have been racially motivated. As a result, the Agreement was approved on April 28, 2015.

The Agreement mandates that police services be delivered to the Antelope Valley community "...in a manner that fully complies with the Constitution and laws of the United States, effectively ensures public and deputy safety, and promotes public confidence in LASD and its deputies." Under the Agreement, the Department consented to conduct a review of detentions of individuals.

This audit specifically evaluated deputy-initiated detentions. The California Peace Officers Legal Sourcebook defines detentions as "an exertion of authority that is something less than a full-blown arrest but more substantial than a simple 'contact' or 'consensual encounter'." These deputy-initiated detentions occur when a deputy has developed sufficient reasonable suspicion to conduct a preliminary investigation as a result of the deputy's own proactive observation, rather than stemming from calls for

¹ United States of America v. The County of Los Angeles and The Los Angeles County Sheriff's Department. (Case Number CV 15-03174). The Agreement references the settlement reached regarding investigatory stops and detentions in Section III. Stops, Seizures, and Searches, subsection 41 (p. 7).

² United States Government Accountability Office – By the Comptroller General of the United States, December 2011, Government Auditing Standards 2011 Revision.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

service. Department policies outline the procedures for conducting and documenting investigatory stops and detentions.³

PRIOR AUDITS

This was the first Detention of Individuals and Data Collection audit of Palmdale Sheriff's Station conducted by AAB.

METHODOLOGY

Scope

This audit encompassed three objectives:

- Deputy Responsibilities – To determine if deputies are appropriately documenting self-initiated detentions.
- Supervisory Responsibilities – To determine if sergeants are conducting Deputy Daily Worksheet (DDWS)⁴ Log Compliance Checks.
- DDWS Log Compliance Checks Retention – To determine if the station is documenting and retaining copies of the supervisors' DDWS Log Compliance Checks in their administrative files.

Auditors reviewed the Manual of Policy and Procedures (MPP), Field Operations Support Services Newsletter, Department Radio Code Book, Department Statistical Code Guide, Palmdale Sheriff's Station Unit Orders, and the Agreement in the analysis of this audit.

Audit Time Period

Pertaining to Objective No. 1, Computer Aided Dispatch (CAD) incidents⁵ containing deputy-initiated contacts or detentions for the month of December 2015 were analyzed for this audit.

Pertaining to Objectives No. 2 and No. 3, the goal was to analyze all supervisory DDWS Log Compliance Checks conducted during the month of December 2015 which are completed on a calendar-week basis (Sunday through Saturday). Therefore, to ensure all logs for the month of December are analyzed, DDWS Log Compliance Checks beginning November 29, 2015 (Sunday) through January 2, 2016 (Saturday) were reviewed.

³ The words "stop" and "detention" are used interchangeably in this report.

⁴ A DDWS is a permanent electronic detailed report of a patrol unit's activity during a shift. The report is automatically generated based on the incidents the patrol unit is assigned to using the CAD system (see footnote 5)

⁵ The CAD system is a computer system used by the LASD to log and document patrol-related incidents including calls for service (see footnote 6) and deputy-initiated observations. This system maintains a permanent electronic record of patrol activity.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Audit Population

Pertaining to Objective No. 1, a data file containing all CAD incidents generated by Palmdale Sheriff's Station personnel during the audit time period was obtained from Data Systems Bureau. All CAD incidents in the report were reviewed. Calls for Service⁶ were excluded from the list, leaving only deputy-initiated incidents. Furthermore, incidents not involving public contacts were excluded. After all exclusions, the total population was 1,853 incidents. Of that population, a statistically valid sample of 91 incidents were obtained and utilized for this objective.⁷

Pertaining to Objectives No. 2 and No. 3, all supervisory DDWS Log Compliance Checks forms completed during the audit time period were analyzed. Palmdale Sheriff's Station has 22 sergeants assigned as raters.⁸ Each sergeant is responsible for submitting five forms (one for each of the calendar weeks during the audit time period). Therefore, a total of 110 DDWS Log Compliance Checks forms were required to be completed. However, due to two sergeants no longer being assigned to Palmdale Sheriff's Station, only 100 DDWS Log Compliance Checks forms were actually completed.

SUMMARY OF AUDIT FINDINGS

Palmdale Sheriff's Station management was cooperative in providing the necessary information to complete the audit objectives. In particular, station management was very receptive to preliminary findings and diligently modified their procedures to correct deficiencies.

Overall, the station performed well in the following areas:

- Assigning unique incident numbers to separate incidents
- Using appropriate Statistical Codes
- Providing specific, articulated facts in the incident clearance narratives⁹
- Supervisors addressing discrepancies identified during their weekly DDWS Log Compliance Checks with deputies
- Station retaining DDWS Log Compliance Checks forms at the station

⁶ Calls for Service are incidents generated by anyone other than the patrol deputy (members of the public reporting a crime, follow up requested by the station, etc.).

⁷ Using a statistical one-tail test with a 95% confidence level and a 4% error rate, a statistically valid sample was identified.

⁸ Palmdale Sheriff's Station utilizes an "Assigned Raters Report" from the Employee Performance Evaluation Tracking System to determine which deputies are assigned to each sergeant (rater) for the purposes of conducting the DDWS Log Compliance Checks.

⁹ Each field incident entered into CAD contains a short narrative describing the deputy's actions and a synopsis of the outcome of the incident. This narrative is referred to as the "Clearance Narrative."

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT
Project No. 2016-2-A

The audit identified the following areas in need of improvement:

- Using appropriate “PC Stop – Reason for Contact”¹⁰ codes
- Properly documenting parole/probation status in the clearance narratives
- Articulating reason for seeking consent to search in the clearance narrative
- Using the appropriate code to document the Contact Type for the Backseat Detentions (BSD)¹¹
- Articulating reason for conducting BSD
- Conducting weekly supervisor DDWS Log Compliance Checks

Table No. 1 – Summary of Audit Findings

Objective No.	Audit Objective	Met the Standard
1	DEPUTY RESPONSIBILITIES	
1(a)	<i>Unique Incident (Tag) Number per Field Incident</i>	98%
1(b)	<i>Appropriate Statistical Code(s)</i>	90%
1(c)	<i>Appropriate “PC Stop – Reason for Contact” Code</i>	86%
1(d)	<i>Specific, Articulated Facts in Clearance Narrative</i>	90%
1(e)	<i>Documenting Parole/Probation Status in the Clearance Narrative</i>	71%
1(f)	<i>Reason for Consent Search Articulated in Clearance Narrative</i>	0%
1(g)	<i>Appropriate Contact Type Used to Document Backseat Detention</i>	54%
1(h)	<i>Justification for Backseat Detention Articulated in Clearance Narrative</i>	77%
2	SUPERVISOR RESPONSIBILITIES	
2(a)	<i>Weekly Compliance Checks of DDWS Logs</i>	76%
2(b)	<i>DDWS Log Discrepancies Addressed with Deputy</i>	100%
3	DDWS LOG COMPLIANCE CHECKS RETENTION	
3	<i>DDWS Log Compliance Checks Retained at Station</i>	100%

¹⁰ See footnote 13 for greater detail regarding definition of Probable Cause (PC).

¹¹ A backseat detention is when an individual is being securely detained in the backseat of a patrol vehicle.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Objective No. 1 – Deputy Responsibilities

Objective No. 1(a) – Unique Incident (Tag) Number per Field Incident

Criteria

Manual of Policy and Procedures, Section 5-09/520.25, Logging Field Activity states:

Each field incident shall be logged separately with its own unique “Tag” number. Deputies shall not log multiple unconnected incidents or traffic stops under a single “Tag” number. Multiple citations or activities resulting from the same traffic stop or incident shall be logged under the same “Tag” number. These concepts are equally applicable to vehicle, pedestrian, and bicycle stop contacts.

Audit Procedures

The CAD incidents were analyzed to determine if they contained only one unique field contact or detention per incident (Tag) number.

Findings

Eighty-nine of the 91 (98%) incidents analyzed met the standard for this objective. The remaining two incidents did not meet the standard because they included multiple unconnected contacts under the same incident number.

Objective No. 1(b) – Appropriate Statistical Code(s)

Criteria

Manual of Policy and Procedures, Section 5-09/520.30; Statistical Codes for Traffic, Pedestrian, and Bicycle Stops states:

The statistical codes 840 (Traffic Stop), 841 (Pedestrian Stop), and 842 (Bicycle Stop) shall be used when field personnel conduct vehicle, pedestrian, or bicycle stops based on probable cause, reasonable suspicion, or for other investigative purposes or to follow up on leads from prior incidents. The codes shall be used when logging vehicle, pedestrian, or bicycle stops which are associated with:

- *Self-initiated activity that results in arrest or citation; and/or*
- *Self-initiated activity which is enforcement or investigative in nature but does not result in arrest or citation.*

These codes shall be used in addition to any other statistical code(s) used to classify the incident. The narrative portion of the logged incident shall also include the reason for the contact and a brief description of the action taken by deputies.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Audit Procedures

The CAD incidents were analyzed to determine if they were cleared with the applicable statistical codes 840, 841, or 842.

Findings

Eighty-two of the 91 (90%) incidents analyzed met the standard for this objective. Three of the incidents used the incorrect code (i.e. 840 instead of 841, etc).¹² The remaining six incidents did not use an applicable public contact statistical code (840, 841, or 842) as required.

Objective No. 1(c) – Appropriate “PC Stop – Reason for Contact” Code

Criteria

The LASD Statistical Code Guide and Radio Code Book (Rev 10/2015) lists the following PC Stop – Reason for Contact codes to be used in the clearance of incidents:

PC STOP - Reason for Contact (For 840 & 841)

A Render Assistance
B Business & Professions Code
C Consensual Encounter
F Federal Code
H Health & Safety Code
L B. O. L. O. / A. P. B.
O City--County Ordinance
P Penal Code
R Reasonable Suspicion
S Call for Service
V Vehicle Code
W Welfare & Institutions Code
X Want/Warrant on License Plate

Field Operations Support Services Newsletter, Volume 13 Number 12 (dated 12/12/13);
New MDC Codes for Logging Field Activity states:

PC Stop – Reason for Contact:¹³

S= Call for Service

X= Want/Warrant on License Plate

¹² A Statistical code of either 840, 841, or 842 must be used by the deputy to document when he/she makes contact with a member of the public. The use of one of these codes invokes additional mandatory fields in the CAD system that require the deputy to enter demographic information of the person contacted. The accurate reporting of contacts and related demographics is critical for accurate statistical analysis.

¹³ “PC Stop – Reason for Contact” codes are used in the CAD system to document the deputy’s legal reasonable suspicion to make contact with or detain a member of the public.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

R= Reasonable Suspicion

The new "PC Stop – Reason for Contact code "S" shall be used when the justification for the stop/contact is due to the vehicle, pedestrian, or bicyclist being identified in a call for service.

The new "PC Stop – Reason for Contact code "X" shall be used when the justification for the stop/contact is due to a want or warrant return (via MDC) on a vehicle's license plate.

The "PC Stop – Reason for Contact code "R" (previously entitled "Reasonable Cause") has been changed to "Reasonable Suspicion" to better conform to Terry v. Ohio case law. The "Reasonable Suspicion" justification for the stop shall be noted in the narrative portion of the deputy's log.

Audit Procedures

The CAD incidents were analyzed to determine if the appropriate "PC Stop – Reason for Contact" code was utilized.

Findings

Seventy-eight of the 91 (86%) incidents analyzed met the standard for this objective. The remaining 13 incidents did not meet the standard for the objective because they either used the incorrect "PC Stop – Reason for Contact" code or did not include it in the clearance when it was required.

Objective No. 1(d) – Specific, Articulated Facts in Clearance Narrative

Criteria

Manual of Policy and Procedures, Section 5-09/520.30; Statistical Codes for Traffic, Pedestrian, and Bicycle Stops states:

The Mobile Digital Computer [MDC] "Reasonable Suspicion" and "Pat Down" Contact Information Codes require justification for the stop or search and shall be noted in the narrative portion of the deputy's log.

Palmdale Sheriff's Station Unit Order 14-05 - Supplemental Patrol Procedures states:

MDC PATROL LOG PROCEDURES

... Palmdale deputies shall document the following additional information about patrol activity in their MDC patrol log narrative:

- *A concise narrative articulating specific facts and circumstances for conducting "reasonable suspicion" or "probable cause for investigative" stops and detentions consistent with the radio clearance code (Noting that a radio clearance code, or the code for*

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

the resulting citation or other result will not be deemed sufficient articulation of legal support for the stop or search). Example:

- *A 925 OBS cleared with 841 code: "CONT'D DETAINEE RE: LATE AT NIGHT IN AREA OF RECENT 459'S WEARING DARK CLOTHING, LOOKING INTO VEH'S"*

Audit Procedures

The CAD incidents were analyzed to determine if their clearance narratives contained specific articulated facts in compliance with the above Palmdale Sheriff's Station Unit Order.

Findings

Eighty-two of the 91 (90%) incidents analyzed met the standard for this objective. Nine of the incidents did not meet the standard for the following reasons: Seven of the incidents' clearance narratives did not contain specific articulated facts justifying the detention and two of the incidents' clearance narratives did not match the "PC Stop – Reason for Contact" code used by the deputy.

Objective No. 1(e) – Documenting Parole/Probation Status in the Clearance Narrative

Criteria

Palmdale Sheriff's Station Unit Order 14-05 - Supplemental Patrol Procedures states:

MDC PATROL LOG PROCEDURES

... Palmdale deputies shall document the following additional information about patrol activity in their MDC patrol log narrative:

Every "reasonable suspicion" or "probable cause for investigative" stop will contain articulate verbiage

- *Whether they asked an individual about his/her probation or parole status, and what the answer was, documented in the MDC narrative. Example:*
 - *ASK P/P-NO (asked if on parole/probation=no)*
 - *ASK P/P-YES/YES (asked if on parole/probation=yes. Detainee's answer = yes)*
 - *ASK P/P-YES/NO (asked if on parole/probation=yes. Detainee's answer = no)*

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Audit Procedures

The CAD incidents that are based on reasonable suspicion or probable cause were analyzed to determine if their clearance narratives contained specific verbiage regarding the person's parole and probation status in compliance with the above Palmdale Sheriff's Station Unit Order.

Findings

Sixty-five of the 91 (71%) incidents analyzed met the standard for this objective. The remaining 26 incidents did not meet the standard for the objective. Eleven of the 26 incidents did not contain any verbiage regarding the person's parole or probation status. The other 15 of the 26 incidents contained incorrect and/or inaccurate verbiage.

Objective No. 1(f) – Reason for Consent Search Articulated in Clearance Narrative

Criteria

Palmdale Sheriff's Station Unit Order 14-05 - Supplemental Patrol Procedures states:

Every traffic stop cleared 840, 841, or 842 will contain this verbiage

- *When a consent search of an individual or vehicle is conducted and "Authority to Conduct Search" box is cleared with a "C" (consent), the reason for seeking consent shall be documented in the MDC narrative. Example:*
 - *CONSENT SCH RE: LATE HRS, NERVOUS, HIGH CRIME AREA*

Every stop with a "Consent" search will contain the reason for seeking consent verbiage

Audit Procedures

The CAD incidents that involved a consent search of the person or their vehicle, and were cleared with the "Authority to Conduct Search" code of "C" (consent), were analyzed to determine if their clearance narratives specifically documented the reason for seeking consent. This objective was only applicable to the six of the 91 incidents that involved a consent search.

Findings

None of the six (0%) incidents met the standard for the objective. The reason for seeking a consent search was not documented in the incident clearance narrative in compliance with the above Palmdale Sheriff's Station Unit Order.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Objective No. 1(g) – Appropriate Contact Type Used to Document Backseat Detentions

Criteria

Field Operations Support Services Newsletter, Volume 13 Number 12 (dated 12/12/13);
New MDC Codes for Logging Field Activity states:

The additional codes will better document bicycle stops, search reasons, backseat detentions, and probable cause to stop/detain.

Contact Type:

B= Backseat Detention: Vehicle, Pedestrian, and Bicycle Stops

C= Backseat Detention: Call For Service

The new backseat detention (BSD) codes shall be used as the primary code in the Contact Type field to document all BSD.

The “B” code shall be used when the BSD is due to a vehicle, pedestrian, or bicycle stop.

The “C” code shall be used when the BSD is due to a call for service.

Audit Procedures

The CAD incidents that involved a BSD were analyzed to determine if the appropriate “Contact Type” code was used. This objective was only applicable to the 13 of the 91 incidents that involved a BSD.

Findings

Seven of the 13 (54%) applicable incidents met the standard for this objective. The remaining six incidents did not meet the standard because they did not use the proper “Contact Type” code.

Objective No. 1(h) – Justification for BSD Articulated in Clearance Narrative

Criteria

Manual of Policy and Procedures, Section 5-09/520.10, Backseat Detentions states:

The length of time of the backseat detention and the justification for the backseat detention “seizure” shall be articulated in the narrative portion of the deputy’s log, keeping in mind any 4th Amendment and/or Terry v. Ohio concerns.

Field Operations Support Services Newsletter, Volume 13 Number 12; New MDC Codes for Logging Field Activity states:

The justification for the BSD “seizure” shall be articulated in the narrative portion of the deputy’s log, keeping in mind any 4th Amendment and/or Terry v. Ohio issues.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Audit Procedures

The CAD incidents that involved a BSD were analyzed to determine if their clearance narratives include the length of the BSD and articulated justification for the BSD. This objective was only applicable to the 13 of the 91 incidents that involved a BSD.

Findings

Ten of the 13 (77%) applicable incidents met the standard for this objective. The remaining three incidents did not meet the standard because they did not include either the length of the BSD or the justification for the BSD.

Objective No. 2 – Supervisor Responsibilities

Objective No. 2(a) – Weekly Compliance Checks of DDWS Logs

Criteria

Palmdale Sheriff's Station Unit Order 14-06 – Supplemental Supervisory Procedures states:

DDWS REVIEW

Sergeants assigned as raters shall audit their assigned deputies' stop, search, and seizure documentation for completeness, accuracy, and Sergeants shall audit at least one DDWS log for each deputy under their supervision each week. Sergeants shall conduct further review as needed utilizing PPI information and other indicia.

Audit Procedures

The Assigned Raters Report from the Employee Personnel Evaluation Tracking System and all supervisory DDWS Log Compliance Checks forms were analyzed to determine if sergeants were performing and documenting at least one weekly DDWS log for each deputy assigned to them.

Findings

Eighty-four of the 110 (76%) DDWS Log Compliance Checks met the standard for this objective. Twenty-six did not meet the standard for this objective. Sixteen of the DDWS Log Compliance Checks did not meet the standard because the sergeant conducting the checks did not review the DDWS logs for all deputies assigned to him/her. The remaining 10 did not meet the standard because two of the sergeants either transferred or were loaned out to another unit.

Objective No. 2(b) – DDWS Log Discrepancies Addressed with Deputy

Criteria

Palmdale Sheriff's Station Unit Order 14-06 – Supplemental Supervisory Procedures states:

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

DDWS REVIEW

If a deputy's stop, search, or seizure documentation (DDWS, arrest report, PCD) does not provide sufficient detail or articulate sufficient legal and policy justification for the action, the supervisor shall review the action with the deputy to determine whether there was sufficient legal and LASD policy justification.

Supervisors shall take appropriate action to address all violations or deficiencies in stops, searches, and seizures including non-disciplinary corrective action for the involved deputy, and/or referring the incident for disciplinary action. Antelope Valley supervisors shall track repeated violations or deficiencies and the corrective action taken.

Audit Procedures

During this audit time period, Palmdale Sheriff's Station should have completed 110 DDWS Log Compliance Checks. However, since two of the sergeants were no longer assigned to Palmdale Sheriff's Station, only 100 checks were completed. All 100 of the completed supervisory DDWS Log Compliance Checks forms were analyzed to determine if sergeants addressed the discrepancies they identified in the deputies' logs. This objective was only applicable to five of the 100 DDWS Log Compliance Checks forms analyzed that indicated a discrepancy existed.

Findings

All five (100%) met the standard for the objective.

Objective No. 3 – DDWS Log Compliance Checks Retention

Criteria

Palmdale Sheriff's Station Unit Order 14-06 – Supplemental Supervisory Procedures states:

DDWS REVIEW

**DDWS review documents, audit materials, tracking, and corrective action shall be documented and preserved for Monitor review.*

Audit Procedures

Auditors determined if Palmdale Sheriff's Station is documenting and retaining copies of the supervisory DDWS Log Compliance Checks forms at the station.

Findings

All 100 (100%) of the DDWS Log Compliance Checks forms that were completed, along with their related materials, were properly documented and retained at the station.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

OTHER RELATED MATTERS

Accuracy of Sergeant DDWS Log Compliance Checks

During a review of the DDWS Log Compliance Checks, sergeants indicated certain DDWS logs did not contain errors. However, 16 incidents did in fact contain errors. Without a thorough review of the DDWS logs by the sergeants, the documented detentions along with the related statistics will be inaccurate.

Appropriate Use of Statistical Codes

The audit revealed the incorrect or inappropriate use of statistical codes 840 – Traffic Stop, 841 – Pedestrian Stop, and 842 – Bicycle Stop. These codes shall be used as supplemental codes to other statistical codes such as 716 – Suspicious Person, 717 – Suspicious Person in Vehicle, etc. If the deputy does not utilize the proper statistical codes, he/she is not prompted to complete applicable contact fields in the clearance screen. This will result in the collection of incorrect or incomplete information pertaining to the classification of the stop or the person being detained.

Backseat Detention Defined

The Department policies and procedures dictate the requirements for the documentation of the BSD. However, the policy does not actually define what constitutes a BSD with specificity.

ADDITIONAL INFORMATION

Fourth Amendment Training

The Agreement, Section III, Item C, Number 57 states, “LASD shall provide all Antelope Valley deputies with training on stops, searches, and detentions, including the requirements of this Agreement.” Per discussion with the LASD Antelope Valley DOJ Compliance Unit, they have been working diligently with the DOJ and the Monitors¹⁴ to finalize the required training. The curriculum has been developed and is currently being reviewed by the DOJ and the Monitors.

CAD Incident Clearance Screen

Deputies are required to provide specific, articulated facts justifying the stop, reason for seeking consent for search, justification for BSD, length of BSD, and their parole or probation status, in the narrative portion of the incident clearance screen. However, the current amount of space allocated for the narrative portion of the incident clearance, is limited in length which greatly hampers the ability to articulate all of the aforementioned requirements. The Department’s Antelope Valley DOJ Compliance Unit worked closely with the Mobile Digital Communication System staff and designed and implemented a new clearance screen that includes, among other improvements, separate fields for documenting probation/parole contacts and BSDs. The new clearance screen was implemented in September 2016.

¹⁴ The LASD and DOJ jointly selected a team of Monitors to oversee the terms of the Agreement.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Language Assistance Plan

The Agreement, Section IV, Item A, Number 66 states, "...LASD agrees to... develop and implement a language assistance plan and policy...." In August 2015, the Department implemented MPP Section 3-09/004.00, Limited English Proficiency [LEP] and Language Assistance Plan, to address this need. The policy addresses, among other things, the availability of translation services to ensure effective communication and meaningful access to police services to all members of the Antelope Valley community. This is especially important when field units detain non-English speaking individuals.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

Statistical Gathering

Auditors gathered the following demographics and other pertinent statistics through incident clearance information with the exception to Chart No. 3, which was based on auditor's findings.

Chart No. 1 - Reason for the Contact (91 Detentions)

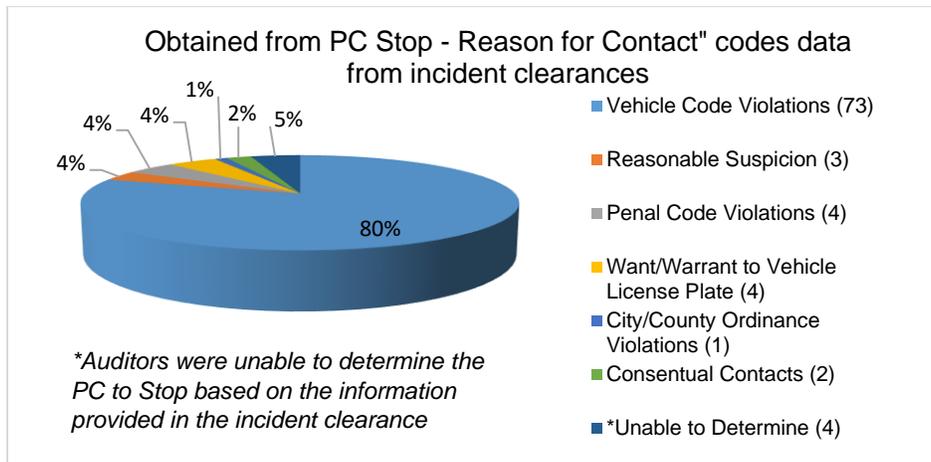


Chart No. 2 – Reason for Search of Detained Individuals (105 individuals detained)

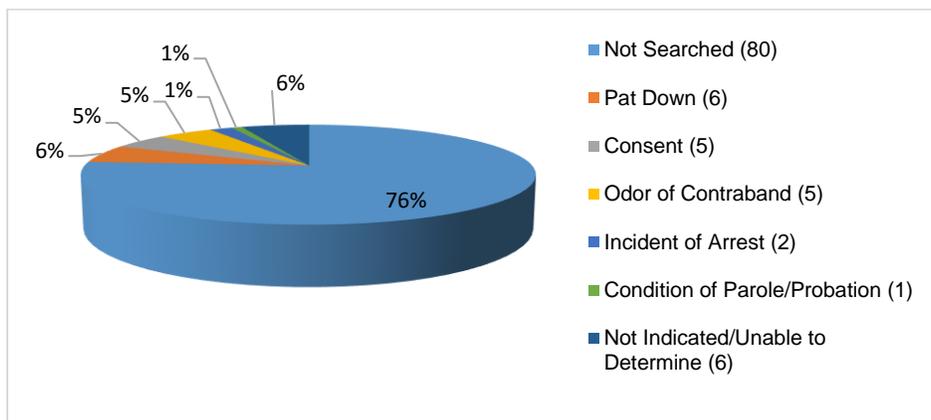
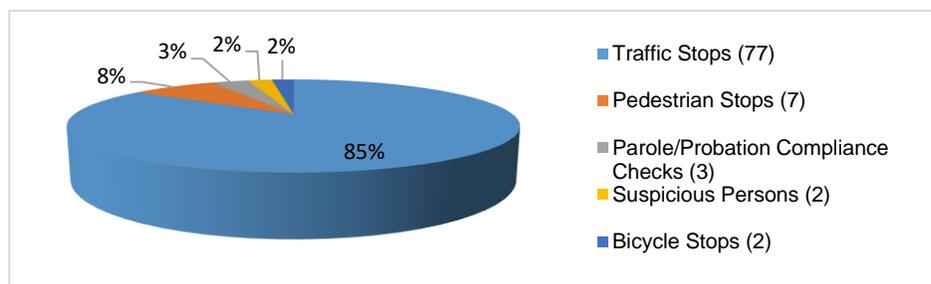


Chart No. 3 - Nature of Detention (91 Detentions)



DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT
Project No. 2016-2-A

Chart No. 4 – Backseat Detention (91 Detentions)

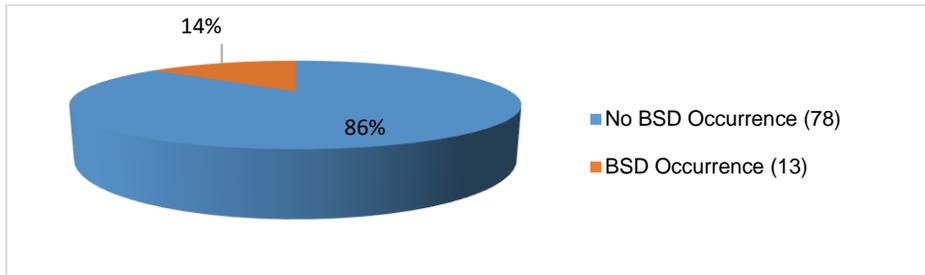


Chart No. 5 – Disposition of Detention (91 Detentions)

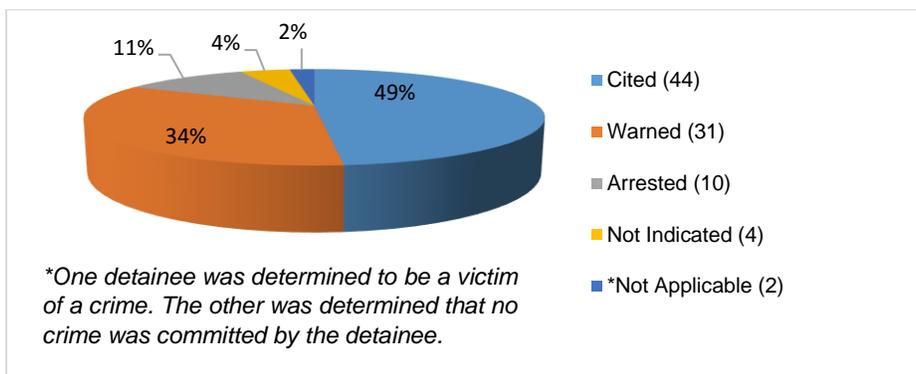


Chart No. 6 – Vehicle Searches (84 vehicles involved)

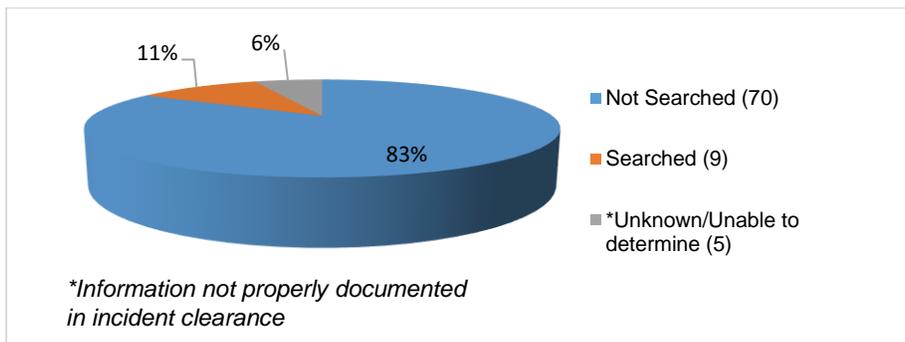
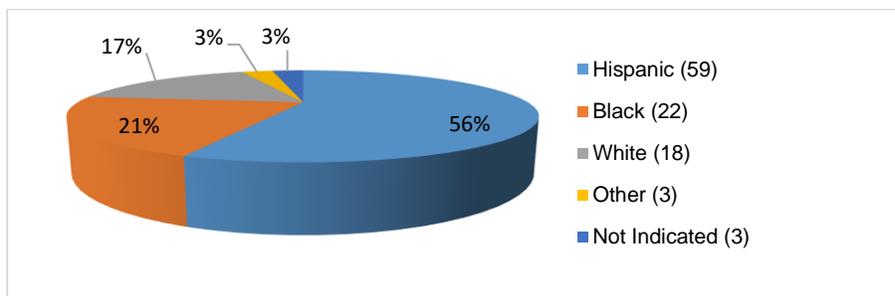


Chart No. 7 – Race of Detained Individuals (105 individuals detained)



DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

CONCLUSION

During the course of this audit, AAB personnel analyzed and assessed the policies and procedures related to detentions of individuals and identified several areas of improvement.

RECOMMENDATIONS

The AAB considers the results of this audit to be a helpful management tool for all Department personnel and therefore makes the following conclusions and recommendations:

1. On several incidents, the deputy did not use the appropriate supplemental statistical codes; therefore, the deputy was not prompted to complete the required incident clearance contact fields. It is recommended that deputies and sergeants re-brief the use of the Department Radio Code Book and Statistical Code Guide to ensure the proper use of statistical codes. (Objectives No. 1, Other Related Matters)
2. Deputies are required to document the parole/probation status in the incident clearance narratives. However, incorrect variations of responses indicate deputies are misusing or misunderstanding the abbreviations for this requirement. It is recommended that field personnel re-brief Palmdale Sheriff's Station Unit Order 14-05 to ensure that deputies are properly documenting the parole/probation status. (Objective No. 1)
3. The sergeant review of the DDWS logs are often overlooked for the personnel who are not regularly assigned to patrol such as those working an overtime assignment. It is recommended that management ensures sergeants review all required DDWS logs. (Objective No. 2)
4. Sergeants are required to review DDWS logs to ensure units are properly entering and clearing incidents. It is recommended that sergeants be re-briefed as to the importance of the accuracy of the DDWS logs and identifying errors. (Other Related Matters)
5. While the MPP dictates the policies and procedures related to the handling of a BSD, it is recommended that the Department revise the MPP to define what constitutes a BSD. (Other Related Matters)

VIEWS OF RESPONSIBLE OFFICIALS

On November 22, 2016, Palmdale Sheriff's Station Management staff submitted a response via e-mail to AAB expressing a general agreement with the audit findings. The response included corrective action plans initiated by Palmdale Sheriff's Station and the Department.

DETENTION OF INDIVIDUALS AND DATA COLLECTION AUDIT

Project No. 2016-2-A

This audit was submitted on this 9th day of December 2016, by the Audit and Accountability Bureau.

Original signature on file at AAB

SHERIF S. MORSI
Project Manager
Audit and Accountability Bureau
Los Angeles County Sheriff's Department

Original signature on file at AAB

M. ROWENA NELSON
Head Compliance Officer
Audit and Accountability Bureau
Los Angeles County Sheriff's Department

Original signature on file at AAB

STEVEN E. GROSS
Captain
Audit and Accountability Bureau
Los Angeles County Sheriff's Department