County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169

LEROY D. BACA, SHERIFF

November 5, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

**INVENTORY AND TRACKING OF SEXUAL ASSAULT KITS**

This correspondence is in regard to your October 7, 2008, motion wherein you requested a report on:

- What it would take to inventory the items being held at the Los Angeles County Sheriff's Department's (Department) Central Property and Evidence Unit, to determine the number of untested sexual assault kits?

- A long-term strategy for automating the current file-keeping process.

Inventory of Sexual Assault Kits

The Department has begun a three-phase project to accurately audit all sexual assault kits in its possession, with the specific goal of identifying those that are unanalyzed. The process is as follows:

Phase I: A physical count of every sexual assault kit located in the Central Property and Evidence Unit freezers. Information from each kit is being entered into a database.

Phase II: The information gathered from Phase I will be manually compared against the Department's Scientific Services Bureau's (SSB) database and case files of tested sexual assault kits to determine the number of untested sexual assault kits.

Phase III: All untested kits will be placed in the queue to be tested, and all sheriff's stations and outside law enforcement agencies will be contacted regarding their unanalyzed sexual assault kit(s) to determine the current status of each case.

Automation of Evidence Tracking

On April 15, 2008, your Board approved an agreement, with Porter Lee Corporation, for a web-enabled Property, Evidence, and Lab information Management System (PRELIMS).

PRELIMS will provide a state-of-the-art, secure system that will maintain a complete chain-of-custody record as required by evidence operations. The system will:

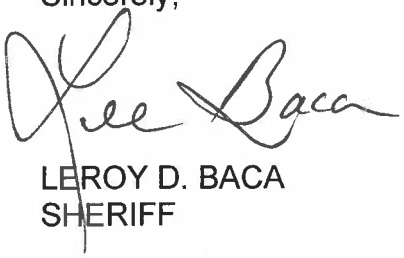
- Reduce and eliminate redundant data entry.
- Provide the ability to access information quickly and easily.
- Reduce the need for manual reports and ledgers.
- Grant access to laboratory examination results electronically.

With regard to sexual assault kits, PRELIMS will be capable of tracking individual kits from initial collection, through testing and storage, and final disposition. Furthermore, queries of the system can be performed regarding how many kits have been submitted to the Department over a given date range, whether or not the evidence has been assigned for examination, or how many sexual assault kits from a particular police agency or sheriff's station have been processed. At any point, an investigator can query the system to view the physical location of an evidence item, ascertain the status of the laboratory analysis, and view and print completed laboratory reports.

PRELIMS is estimated to be implemented in September 2009.

Should you have questions, please contact Chief David R. Betkey, Technical Services Division, at (562) 345-4301.

Sincerely,



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