

9.040



MINUTES OF THE BOARD OF SUPERVISORS
 COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

James S. Mize, Executive Officer
 Clerk of the Board of Supervisors
 383 Hall of Administration
 Los Angeles, California 90012

89

On motion of Supervisor Antonovich, seconded by Supervisor Schabarum, unanimously carried (Supervisor Edelman being absent), the Board established, and instructed all Department and District Heads to immediately implement, the attached specific procedures for insuring that proper authorities will be notified of any suspected criminal activity by a County employee, or by an agency contracting with the County, as set forth in the attached recommendation.

In order to insure that the proper authorities will investigate possible criminal activities within County government, all Department Heads are herewith instructed to implement the following procedures:

Whenever a County employee or an agency contracting with the County is suspected of criminal activity, punishable by the California Penal Code or County Ordinance, the concerned department head will immediately refer the actions to the Sheriff's Department and/or the Auditor-Controller for their full investigation. The Sheriff and/or Auditor-Controller will report their findings to the District Attorney, where applicable, to the Board, to the concerned Department Head, and to the Chief Administrative Officer.

ROUTING & REQUEST

Please...

- Read
- Handle
- Approve

And...

- Forward
- Return
- Keep or Recycle
- Review with Me

To: Mad -
Please review and
draft policy. Call
me at 4-1748 if
you have any
questions. Thanks.
 From: [Signature]

Post-It® 7664 C3M 1995

Date: 12-12-98

Each Department and District Head

On motion of Supervisor Michael D. Antonovich September 8, 1981, the Board of Supervisors established, and instructed all Department and District Heads to immediately implement, the attached specific procedures for insuring that proper authorities will be notified of any suspected criminal activity by a County employee, or by an agency contracting with the County.

[Handwritten Signature]

JAMES S. MIZE
Executive Officer

Attachment

Copies to:
 Each Supervisor
 Chief Administrative Officer