



CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

2020 Calendar Year	Montebello Police Department Agency Name or Name of Qualifying Law Enforcement Unit of Non-Law Enforcement Agency
05/12/2021 Date	CA0194700 Originating Agency Identifier (ORI) Number(s) - Attach Additional Paper if Necessary

Monique Navarro
Name of Person Completing Form
mnavarro@cityofmontebello.com
Agency E-mail Address of Person Completing Form
(323) 887-1224
Agency Phone Number of Person Completing Form

Monique Navarro
Name of Agency CLETS Coordinator (ACC)
mnavarro@cityofmontebello.com
Agency E-mail Address of ACC
(323) 887-1224
Agency Phone Number of ACC

1. Total number of investigations performed related to CLETS misuse: 1

2. Total number of misuse investigations with **NO** misuse found: 0

3. Total number of misuse investigations still pending: 0

4. Total number of **founded** misuse violations from investigations: 1

A. Total numbers of administrative actions taken on founded misuse violations¹:

Counsel	0	Reprimand	0	Training	0	Suspension	0
Resignation	0	Termination	0	Other ²	1	No Action ²	0

B. Total numbers of criminal complaints filed:

Infraction	0	Misdemeanor	0	Felony	0
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C. Total numbers of convictions from criminal complaints:

Infraction	0	Misdemeanor	0	Felony	0
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	0	B. Internal Within Department	0	C. From Another Agency	1
D. Department of Justice	0	E. Anonymous Complaints			

Regardless of whether your agency had any reported misuse, submit this form via the California Law Enforcement Web (CLEW) at <https://clew.doj.ca.gov/node/add/clets-misuse-report> by February 1st of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information, please refer to the Department of Justice information bulletin 18-07-CJIS available on CLEW.

¹Total number of actions taken may exceed total number of founded misuse violations.

²If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

California Department of Justice
CLETS Administration Section
P.O. Box 903387
Sacramento, CA 94203-3870

Phone Number: (916) 210-4240
Fax: (916) 227-0696
E-mail: cas@doj.ca.gov

From: [Navarro, Monique](#)
To: [Christopher Blair](#)
Subject: MISue Report
Date: Monday, August 2, 2021 10:44:30 AM
Attachments: [image002.png](#)
[image004.png](#)

Christopher,

Regarding CLETS misuse report our department did have one incident to report which falls into the OTHER category. This is due to the fact we were assisting another agency (U.S. Immigration and Customs Enforcement) with their investigation and prior to this investigation the employee in question had already been terminated by our department for other incidents not including misuse of CLETS system. The employee was found to have misused CLETS after his termination with Montebello Police Department.

Respectfully,



Monique DelliBovi
Records Supervisor
Police Department, City of Montebello
1600 W Beverly Blvd. Montebello, CA 90640
p: 323-887-1224
w: www.cityofmontebello.com e: mdellibovi@cityofmontebello.com



CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

<input type="text" value="2020"/> Calendar Year	<input type="text" value="Galt Police Department"/> Agency Name or Name of Qualifying Law Enforcement Unit of Non-Law Enforcement Agency
<input type="text" value="02/01/2021"/> Date	<input type="text" value="CA0340200"/> Originating Agency Identifier (ORI) Number(s) - Attach Additional Paper if Necessary

<input type="text" value="Stephen Warne"/> Name of Person Completing Form
<input type="text" value="swarne@galtpd.com"/> Agency E-mail Address of Person Completing Form
<input type="text" value="(209) 366-7000"/> Agency Phone Number of Person Completing Form

<input type="text" value="Mary-Frances Tassano"/> Name of Agency CLETS Coordinator (ACC)
<input type="text" value="marytassano@galtpd.com"/> Agency E-mail Address of ACC
<input type="text" value="(209) 366-7000"/> Agency Phone Number of ACC

1. Total number of investigations performed related to CLETS misuse:

2. Total number of misuse investigations with **NO** misuse found:

3. Total number of misuse investigations still pending:

4. Total number of **founded** misuse violations from investigations:

A. Total numbers of administrative actions taken on founded misuse violations¹:

Counsel	<input type="text" value="0"/>	Reprimand	<input type="text" value="1"/>	Training	<input type="text" value="0"/>	Suspension	<input type="text" value="0"/>
Resignation	<input type="text" value="0"/>	Termination	<input type="text" value="0"/>	Other ²	<input type="text" value="0"/>	No Action ²	<input type="text" value="0"/>

B. Total numbers of criminal complaints filed:

Infraction	<input type="text" value="0"/>	Misdemeanor	<input type="text" value="0"/>	Felony	<input type="text" value="0"/>
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C. Total numbers of convictions from criminal complaints:

Infraction	<input type="text" value="0"/>	Misdemeanor	<input type="text" value="0"/>	Felony	<input type="text" value="0"/>
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	<input type="text" value="0"/>	B. Internal Within Department	<input type="text" value="0"/>	C. From Another Agency	<input type="text" value="0"/>
D. Department of Justice	<input type="text" value="1"/>	E. Anonymous Complaints	<input type="text" value=""/>		

Regardless of whether your agency had any reported misuse, submit this form via the California Law Enforcement Web (CLEW) at <https://clew.doj.ca.gov/node/add/clets-misuse-report> by February 1st of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information, please refer to the Department of Justice information bulletin 18-07-CJIS available on CLEW.

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²If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

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XAVIER BECERRA
Attorney General

State of California
DEPARTMENT OF JUSTICE



P.O. Box 160968
SACRAMENTO, CA 95816-0968
Public: (916) 210-3168
Fax: (916) 731-2183

January 26, 2021

Brian Kalinowski, Chief of Police
Galt Police Department
455 Industrial Drive
Galt, CA 95632

RE: **CORI/III Mail Audit – CA0340200**

Dear Chief Kalinowski:

During November 2020, Danielle Marchant, from the California Department of Justice (DOJ) conducted a mail audit of your agency's use of DOJ's Automated Criminal History System (ACHS) and the Federal Bureau of Investigation's (FBI) Interstate Identification Index (III) purpose code (PUR) use. The following are the results of the audit:

DOJ CORI

The audited record inquiries were for those ACHS records accessed for the months of June through August 2020. In addition, a review was conducted to determine compliance with the proper use of the routing data field (RTE).

- A random sample of 32 inquiries was selected and the "need to know" was verified by DOJ or your agency for 31 inquiries. One inquiry was accessed for training purposes. Your agency was **not in compliance** with DOJ's Information Bulletin 97-12-BCIA, which states in part, "The permanent test record inquiry formats listed in this Information Bulletin are for the purpose of training and demonstrating how the California Law Enforcement Telecommunications System (CLETS) operates. Test data are provided to enable local agency personnel to demonstrate and practice using the CLETS network without using actual case information relating to persons, vehicles, property, firearms, or criminal history." Information Bulletin 97-12-BCIA is enclosed. However, during the course of the audit the inquiry marked for training was discovered to be a misuse of the ACHS. Per the written response from your Agency CLETS Coordinator Mary-Frances Tassano, your agency has conducted an internal investigation into this inquiry. As a reminder, please include this incident on the "CLETS Misuse Investigation Reporting" form due on February 1st of each year.
- As mandated by DOJ, your staff is providing the requestor's name and case number or a reason for the request in the 30 character route field in the ACHS format. Your staff's proper use of the route field indicates an awareness of the importance of documenting the "need to know" when accessing ACHS. We commend your **compliance** with statutes and regulations governing the use of the RTE.

Brian Kalinowski, Chief of Police
January 26, 2021
Page 2

FBI III

The audited record inquiries were for those III records accessed for the months of June through August 2020.

- A random sample of one inquiry was selected and the proper use of the PUR was verified by DOJ or your agency for each inquiry. We commend your **compliance** with the statutes and regulations governing the use of the PUR.

I would like to thank Communications and Records Supervisor Mary-Frances Tassano for her assistance in conducting the audit. Her cooperation is appreciated.

If you have any questions or need any further information regarding the audit process, please feel free to contact Danielle Marchant at (916) 210-3064 or by email at Danielle.Marchant@doj.ca.gov.

Sincerely,

Michael Van Winkle

MICHAEL VAN WINKLE, Manager
Client Services Program – Database Audits Section
Justice Data and Investigative Services Bureau

For XAVIER BECERRA
Attorney General

cc: Mary-Frances Tassano, Communications and Records Supervisor



CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

2021 Calendar Year	CCSF Human Services Agency - Investigations Unit Agency Name or Name of Qualifying Law Enforcement Unit of Non-Law Enforcement Agency
03/22/2022 Date	CA0382100 Originating Agency Identifier (ORI) Number(s) - Attach Additional Paper if Necessary

Christopher Biasbas
Name of Person Completing Form
chris.biasbas@sfgov.org
Agency E-mail Address of Person Completing Form
(415) 503-4891
Agency Phone Number of Person Completing Form

Christopher Biasbas
Name of Agency CLETS Coordinator (ACC)
chris.biasbas@sfgov.org
Agency E-mail Address of ACC
(415) 503-4891
Agency Phone Number of ACC

1. Total number of investigations performed related to CLETS misuse: 1

2. Total number of misuse investigations with **NO** misuse found: 1

3. Total number of misuse investigations still pending: 0

4. Total number of **founded** misuse violations from investigations: 0

A. Total numbers of administrative actions taken on founded misuse violations¹:

Counsel	0	Reprimand	0	Training	0	Suspension	0
Resignation	0	Termination	0	Other ²	0	No Action ²	0

B. Total numbers of criminal complaints filed:

Infraction	0	Misdemeanor	0	Felony	0
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C. Total numbers of convictions from criminal complaints:

Infraction	0	Misdemeanor	0	Felony	0
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	0	B. Internal Within Department	0	C. From Another Agency	0
D. Department of Justice	0	E. Anonymous Complaints			

Regardless of whether your agency had any reported misuse, submit this form via the California Law Enforcement Web (CLEW) at <https://clew.doj.ca.gov/node/add/clets-misuse-report> by February 1st of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information, please refer to the Department of Justice information bulletin 18-07-CJIS available on CLEW.

¹Total number of actions taken may exceed total number of founded misuse violations.

²If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

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Per agency CA0382100: this investigation originated from an
anonymous whistleblower complaint. –CB 3/24/22 CA0382100



CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

2021 Calendar Year	California Highway Patrol - Sacramento County (Revised 6/13/22) Agency Name or Name of Qualifying Law Enforcement Unit of Non-Law Enforcement Agency
03/04/2022 Date	CA0349900 Originating Agency Identifier (ORI) Number(s) - Attach Additional Paper if Necessary

Jonathan Pobre Name of Person Completing Form
jonathan.pobre@chp.ca.gov Agency E-mail Address of Person Completing Form
(916) 843-3325 Agency Phone Number of Person Completing Form

Laura Cerda Name of Agency CLETS Coordinator (ACC)
laura.cerda@chp.ca.gov Agency E-mail Address of ACC
(916) 843-3325 Agency Phone Number of ACC

1. Total number of investigations performed related to CLETS misuse: 1

2. Total number of misuse investigations with **NO** misuse found: 0

3. Total number of misuse investigations still pending: 0

4. Total number of **founded** misuse violations from investigations: 1

A. Total numbers of administrative actions taken on founded misuse violations¹:

Counsel	0	Reprimand	0	Training	0	Suspension	0
Resignation	0	Termination	0	Other ²	1	No Action ²	0

B. Total numbers of criminal complaints filed:

Infraction	0	Misdemeanor	1	Felony	0
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C. Total numbers of convictions from criminal complaints:

Infraction	0	Misdemeanor	0	Felony	0
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	0	B. Internal Within Department	0	C. From Another Agency	0
D. Department of Justice	0	E. Anonymous Complaints	0		

Regardless of whether your agency had any reported misuse, submit this form via the California Law Enforcement Web (CLEW) at <https://clew.doj.ca.gov/node/add/clets-misuse-report> by February 1st of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information, please refer to the Department of Justice information bulletin 18-07-CJIS available on CLEW.

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E-mail: cas@doj.ca.gov

Hello,

CA0349900

The employee left the Department before the investigation was completed. As a result, the investigation was completed after the employee left the Department and became a miscellaneous. Let us know if you need further.

Thank you,
Matt



CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

2021 Calendar Year	Downey Police Department Agency Name or Name of Qualifying Law Enforcement Unit of Non-Law Enforcement Agency
01/26/2022 Date	CA0192000 Originating Agency Identifier (ORI) Number(s) - Attach Additional Paper if Necessary

Jennifer Burkhardt Name of Person Completing Form
jpreda@downeyca.org Agency E-mail Address of Person Completing Form
(562) 396-3821 Agency Phone Number of Person Completing Form

Jennifer Burkhardt Name of Agency CLETS Coordinator (ACC)
jpreda@downeyca.org Agency E-mail Address of ACC
(562) 396-3821 Agency Phone Number of ACC

1. Total number of investigations performed related to CLETS misuse: 0

2. Total number of misuse investigations with **NO** misuse found: 0

3. Total number of misuse investigations still pending: 0

4. Total number of **founded** misuse violations from investigations: 1

A. Total numbers of administrative actions taken on founded misuse violations¹:

Counsel	2	Reprimand	0	Training	0	Suspension	0
Resignation	0	Termination	0	Other ²	0	No Action ²	0

B. Total numbers of criminal complaints filed:

Infraction	0	Misdemeanor	0	Felony	0
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C. Total numbers of convictions from criminal complaints:

Infraction	0	Misdemeanor	0	Felony	0
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	0	B. Internal Within Department	0	C. From Another Agency	0
D. Department of Justice	2	E. Anonymous Complaints			

Regardless of whether your agency had any reported misuse, submit this form via the California Law Enforcement Web (CLEW) at <https://clew.doj.ca.gov/node/add/clets-misuse-report> by February 1st of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information, please refer to the Department of Justice information bulletin 18-07-CJIS available on CLEW.

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City of Downey

January 26, 2022

Department of Justice

Sent via: Clew website

Greetings,

As a result of our CORI Audit, Downey Police Department has 2 misuses to report for the 2021 year. We were unable to determine the "need to know" due to lack of documentation. Employees were counseled and reminder to document any inquiries that may have been conducted as a result of a typo.

Thank you,

Jennifer Burkhardt
Records Supervisor
562-904-2318
jpreda@downeyca.org

Future Unlimited



CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

<input type="text" value="2021"/> Calendar Year	<input type="text" value="LACLEAR"/> Agency Name or Name of Qualifying Law Enforcement Unit of Non-Law Enforcement Agency
<input type="text" value="01/21/2022"/> Date	<input type="text" value="CA0192W00"/> Originating Agency Identifier (ORI) Number(s) - Attach Additional Paper if Necessary

<input type="text" value="James M. Valle"/> Name of Person Completing Form
<input type="text" value="james.valle@laclea.ca.gov"/> Agency E-mail Address of Person Completing Form
<input type="text" value="(323) 715-8990"/> Agency Phone Number of Person Completing Form

<input type="text" value="James M. Valle"/> Name of Agency CLETS Coordinator (ACC)
<input type="text" value="james.valle@laclea.ca.gov"/> Agency E-mail Address of ACC
<input type="text" value="(323) 715-8990"/> Agency Phone Number of ACC

1. Total number of investigations performed related to CLETS misuse:

2. Total number of misuse investigations with **NO** misuse found:

3. Total number of misuse investigations still pending:

4. Total number of **founded** misuse violations from investigations:

A. Total numbers of administrative actions taken on founded misuse violations¹:

Counsel	<input type="text" value="0"/>	Reprimand	<input type="text" value="0"/>	Training	<input type="text" value="1"/>	Suspension	<input type="text" value="0"/>
Resignation	<input type="text" value="0"/>	Termination	<input type="text" value="0"/>	Other ²	<input type="text" value="0"/>	No Action ²	<input type="text" value="0"/>

B. Total numbers of criminal complaints filed:

Infraction	<input type="text" value="0"/>	Misdemeanor	<input type="text" value="0"/>	Felony	<input type="text" value="0"/>
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C. Total numbers of convictions from criminal complaints:

Infraction	<input type="text" value="0"/>	Misdemeanor	<input type="text" value="0"/>	Felony	<input type="text" value="0"/>
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	<input type="text" value="0"/>	B. Internal Within Department	<input type="text" value="0"/>	C. From Another Agency	<input type="text" value="0"/>
D. Department of Justice	<input type="text" value="0"/>	E. Anonymous Complaints	<input type="text" value=""/>		

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To: Michael Van Winkle, Manager
Client Services Program-Database Audit Section
Justice Data and Investigative Services Bureau

From: James Valle, Crime Analyst Supervisor
LA Reginal Criminal Information Clearinghouse, LA CLEAR
5700 S. Eastern Ave
Commerce, CA 90040
323-869-2589 office 323-715-8990 cell

Date: January 21, 2022

Re: 2020-2022 CORI/III Audit Result-ORI CA0192W00

Dear Sir.

Self-Reporting Response for Audit: After an exhaustive review of our office records, we believe the following events took place that prevents us from finding the one missing record identified in our audit dated 7/28/2021.

On the night of 1/29/2021, a large 6-inch irrigation pipe ruptured outside our building in the parking lot causing catastrophic flooding to LA CLEAR [REDACTED]

[REDACTED] LA CLEAR suffered major damage [REDACTED]

[REDACTED] It took most of the year to for various inspectors, engineers, movers, and contractors to get the facility working again.

It is believed that during this chaotic period of removing damaged materials that some of our printed documentation was destroyed and not properly logged in our CLETS log. Since, then we have adhered to your recommendations shared by your auditor and will not have this issue again.

If you have any question, please let me know.

Thank You